



WASHINGTON STATE

Recreation and Conservation
Funding Board

Proposed Agenda

June 27-28, 2023

In-person Retreat

Hybrid Regular Meeting

Location In-person: Room 172, First Floor, Natural Resources Building, 1111 Washington Street, SE, Olympia, WA. This public meeting location will allow for the public to provide comment and listen to the meeting as required by the Open Public Meeting Act. This requirement can be waived via HB 1329 if there is a declaration of emergency or if an agency determines that a public meeting cannot safely be held. If an emergency occurs, remote technology will be the primary meeting source.

Location Virtually (Meeting Day Only):

https://us06web.zoom.us/webinar/register/WN_-hgCEaydQ6Kgpm5VuLF8Fg

Phone Option: (669) 900-6833 - **Webinar ID:** 870 6401 1685

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

Public Comment: General public comments are encouraged to be submitted in advance of the meeting in written form. Public comment on agenda items is also permitted. If you wish to comment, you may e-mail your request or written comments to Julia.McNamara@rco.wa.gov, board liaison.

COVID Precautions: Masks and hand sanitizer will be made available. The meetings rooms will be set up to allow for as much social distancing as possible and air purifiers will be placed throughout.

Special Accommodations: People with disabilities needing an accommodation to participate in RCO public meetings are invited to contact Leslie Frank by phone (360) 789-7889 or e-mail Leslie.Frank@rco.wa.gov.

TUESDAY, JUNE 27, 2023

BOARD RETREAT

9:00 a.m.

Call to Order

Chair Willhite

- Roll Call and Determination of Quorum
- Review and Approval of Agenda – June 27-28, 2023
(Decision)

- Remarks of the Chair

9:15 a.m.	1. Carbon and Climate with Department of Ecology <ul style="list-style-type: none"> • Recent Legislation and Update to Climate Plan • Climate Commitment Act Funding • Recreation and Conservation Office Board Policies and Programs 	<i>Adam Eitmann and Ben Donatelle</i>
10:15 a.m.	BREAK	
10:30 a.m.	2. 23-25 Agency Policy Work Plan	<i>Brock Milliern</i>
11:45 a.m.	LUNCH	
12:45 p.m.	3. Recreation Overview with Department of Natural Resources, Washington Department of Fish and Wildlife, and State Parks. <ul style="list-style-type: none"> • 2023-2025 Biennial Funding • Initiation of Tribal Conversations 	<i>TBD</i>
2:00 p.m.	4. Equity Efforts <ul style="list-style-type: none"> • Agency Approach • Status of Equity Review Recommendations 	<i>RCO Staff</i>
3:00 p.m.	BREAK	
3:15 p.m.	5. Statewide Comprehensive Outdoor Recreation Plan Implementation	<i>Ben Donatelle</i>
4:15 p.m.	6. Closing Remarks	<i>Chair Willhite</i>
4:30 p.m.	RECESS	

WEDNESDAY JUNE 28, 2023

OPENING AND MANAGEMENT REPORTS

9:00 a.m.	Call to Order	<i>Chair Willhite</i>
	<ul style="list-style-type: none"> • Roll Call and Determination of Quorum • Retreat Overview and Remarks of the Chair 	

9:15 a.m.	7. Consent Agenda (<i>Decision</i>)	<i>Chair Willhite</i>
	<p>A. Board Meeting Minutes</p> <ul style="list-style-type: none"> • April 25, 2023 <p>B. Time Extensions</p> <ul style="list-style-type: none"> • City of Olympia, Grass Lake Nature Park Trail, 18-1243 • City of Pasco, A Street Sports Complex Phase 1, 18-1360 • City of Seattle, Arboretum Waterfront Trail, 16-1869 • City of Seattle, South Leschi Moorage Plan, 16-2386 • City of Seattle, Stan Sayres Boat Launch Plan, 16-2357 • City of Wenatchee, Lincoln Park Soccer – Lacrosse, 18-1246 • Port of Ilwaco, Boat Launch Area Renovation, 18-2373 <p>C. Cost Increases</p> <p>A. Skookum Archers, Range Improvement, 18-2541</p> <p>B. Skookum Archers, ADA Access and Course Improvements, 20-2420</p>	

Resolution 2023-15

9:20 a.m.	8. Director's Report	
	<p>A. Director's Report</p> <p>B. Grant Management Report</p> <p>C. Grant Services Report (<i>written only</i>)</p> <p>D. Performance Report (<i>written only</i>)</p> <p>E. Fiscal Report (<i>written only</i>)</p>	<p><i>Megan Duffy</i></p> <p><i>Marguerite Austin</i></p> <p><i>Kyle Guzlas</i></p> <p><i>Bart Lynch</i></p> <p><i>Mark Jarasitis</i></p>

9:50 a.m.	BREAK
------------------	--------------

10:05 a.m.	General Public Comment for issues not identified as agenda items. Please limit comments to 3 minutes
-------------------	---

BOARD BUSINESS: REQUEST FOR DIRECTION

10:10 a.m.	9. Grant Criteria Changes	<i>Leah Dobey and Ben Donatelle</i>
-------------------	----------------------------------	-------------------------------------

BOARD BUSINESS: BRIEFINGS

11:25 a.m.	10.Youth Athletic Facilities Program Review Changes	<i>Brock Milliern and Ben Donatelle</i>
12:10 p.m.	LUNCH	
1:10 p.m.	11.Compliance Corrective Action Policy Proposal	<i>Myra Barker</i>
1:35 p.m.	12.Bellingham Frank Geri Field Non-Conforming Use Update	<i>Myra Barker</i>
BOARD BUSINESS: DECISIONS		
1:40 p.m.	13.Cost Increases	<i>Brock Milliern</i>
	<u>Resolution 2023-16</u>	
	Public comment will occur prior to adopting the resolution. Please limit comments to three minutes	
2:00 p.m.	14.Approve Grant Awards for the 2023-2025 Biennium:	<i>Marguerite Austin, DeAnn Beck, and Karl Jacobs</i>
	A. Aquatic Lands Enhancement Account (ALEA)	
	<u>Resolution 2023-17</u>	
	B. Boating Facilities Program (BFP)	
	<u>Resolution 2023-18</u>	
	C. Firearms and Archery Range Recreation (FARR) Program	
	<u>Resolution 2023-19</u>	
	D. Nonhighway and Off-road Vehicle Activities (NOVA) Program	
	<u>Resolution 2023-20</u>	
	E. Recreational Trails Program (RTP)	
	<u>Resolution 2023-21</u>	
	F. Washington Wildlife and Recreation Program (WWRP)	
	<u>Resolution 2023-22</u>	
	G. Youth Athletic Facilities (YAF) Program	

Resolution 2023-23

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

3:15 P.M.

BREAK

BOARD BUSINESS: BRIEFING

3:30 p.m.

15.2022-2023 Grant Cycle Survey Results

*Tessa Cencula and
Kyle Guzlas*

BOARD BUSINESS: DECISION

4:00 p.m.

16. Grant Review and Evaluation Procedures

Kyle Guzlas

Resolution 2023-24

Public comment will occur prior to adopting the resolution. Please limit comments to three minutes

BOARD BUSINESS: BRIEFING

4:15 p.m.

17. State Agency Partner Reports

- Governor's Office
- Department of Natural Resources
- State Parks and Recreation Commission
- Department of Fish and Wildlife

*Jon Snyder
Kristen Ohlson-
Kiehn
Peter Herzog
Amy Windrope*

5:00 p.m.

ADJOURN

Next Meeting: Travel Meeting (Port Townsend, WA) – October 24-25, 2023 - Online and In-person at Northwest Maritime Center, 431 Water St, Port Townsend, WA 98368. Please note, the tour day will be in-person only.

RECREATION AND CONSERVATION FUNDING BOARD SUMMARY MINUTES

Date: April 25, 2023

Place: Hybrid - Room 172, Natural Resources Building, 1111 Washington Street SE; Olympia, WA and online via Zoom

Recreation and Conservation Funding Board Members:

Ted Willhite, Chair	Seattle	Shiloh Burgess	Wenatchee
Trang Lam	Camas	Kristen Ohlson-Kiehn	Designee, Washington Department of Natural Resources
Michael Shiosaki	Seattle	Amy Windrope	Designee, Washington Department of Fish and Wildlife
Vacant	Vacant	Peter Herzog	Designee, Washington State Parks and Recreation Commission

This summary is to 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 meeting.

Call to Order:

Chair Willhite called the Recreation and Conservation Funding Board (board) meeting to order at 9:00 AM and **Julia McNamara**, Recreation and Conservation Office (RCO) Board Liaison, performed roll call, determining quorum.

Motion: Move to Approve the April 25, 2023, Agenda

Moved By: Member Shiosaki

Seconded by: Member Herzog

Decision: **Approved**

Item 1: Consent Agenda

Chair Willhite introduced the consent agenda, which included the January 24, 2023, meeting minutes, seventy-five time extensions, and recognized the years of service of volunteer community members Susan Patterson, Scott VanderWey, and Peter Guillozet. Chair Willhite gave permission for Ms. McNamara to use his signature on the meeting minutes.

Motion: Move to Approve Resolution 2023-06

Moved By: Member Ohlsen-Kiehn

Seconded by: Member Herzog

Decision: **Approved**

Item 2: Director's Report

Director's Report

Director Megan Duffy introduced Monica Atkins, the new Administrative Assistant for RCO's Recreation and Conservation Grants Section.

Director Duffy highlighted the No Child Left Inside (NCLI) grant round that received 174 applications and a requested record total of \$12.3 million. Three grants in the Land and Water Conservation Fund (LWCF) were approved by the National Park Service (NPS): \$2 million for the City of Lynwood's Scriber Lake Park Boardwalk Trail, \$1.4 million for the City of Spokane's Riverfront Park South Suspension Bridge, and \$1 million for the City of Seattle's Maple Wood Playfield.

Director Duffy also shared a new opportunity announced by NPS regarding the Readiness and Environmental Protection Integration (REPI) funds from the Department of Defense, intended to enhance outdoor access and protect at-risk land near military bases. There are \$40 million in REPI funds and \$40 million in unobligated LWCF funds that can match each other.

Legislative and Policy Update

Brock Milliern, Policy and Legislative Director, highlighted bills of interest to the board. House Bill (HB) 1086 increased the limit a local government can direct contract with a service organization from \$25,000 to \$75,000. HB 1258 addressed tourism marketing community matching funds and provided a one-to-one non-state, non-federal match, reducing local tourism related marketing costs. HB 1460 codified the Trust Land Transfer program into statute at the Department of Natural Resources (DNR) and provided funding for an initial list of projects. HB 1750 promotes water safety and education and will provide signs in places like bridges. Senate Bill (SB) 5145 amends the recreational immunity law providing recreational immunity around dams during high and low flows. SB 5257 established a thirty-minute minimum recess for elementary aged kids each day. HB 1170 was requested by the Department of Ecology (ECY) and updates the state's Climate Response Strategy. HB 1176 establishes a climate corps for service and workforce programs to support climate ready communities.

The Capital Budget included \$120 million for the Washington Wildlife and Recreation Program (WWRP), funding approximately sixty-two percent of the WWRP projects. Most other RCO grant programs were funded at or close to the requested amounts. Mr.

Milliern noted the Nonhighway and Off-road Vehicle Activities (NOVA) Account received slightly more than requested due to an error discovered in 2021, when more funds were going to DNR than statutorily required.

RCO's request for funding to maintain the State's recreation data was not approved in the Operating Budget; however, the rest of the Operating Budget requests were well funded. Mr. Milliern highlighted the Lead Entity and Salmon Recovery Regions request funded at \$3.4 million. The Deferred Maintenance Grant was a Washington Recreation and Parks Association (WRPA) request for funding maintenance that was deferred during the pandemic and was funded at \$5 million. RCO will be working with WRPA to develop a program to allocate these funds.

Member Ohlson-Kiehn asked if there was any feedback on the recreation data request and if that will be requested again in the future. Mr. Milliern explained that he did receive positive feedback and will consider asking again in the future.

Mr. Milliern detailed the Community Outdoor Athletic Facilities (COAF) funds. COAF began with \$43 million from remaining funds after paying off the bonds from Lumen Field. RCO staff have been working to develop a program to invest these funds into underserved communities for youth athletic facilities around the state. RCO requested expansion of applicant types and an adjustment to the administrative rate. However, the Senate budget diverted funds to regional athletic facilities and improvements to publicly owned minor league baseball stadiums. The final budget kept \$12.5 million in place for COAF for the 23-25 biennium and an additional \$12.5 million in the 25-27 biennium for this program. Relief was granted from the Revised Code of Washington (RCW) language that requires an equal split between new, renovation, and maintenance projects.

In closing, Mr. Milliern highlighted the \$7 million provided for NCLI and the \$3.9 million for the Outdoor Learning Grants program, both grant programs that provide outdoor opportunities for children.

Chair Willhite commended the Washington Wildlife and Recreation Coalition's (WWRC) work advocating for WWRP funds.

General Public Comment

Public Comment was moved ahead of the break.

John White, resident of Burien, Washington provided comment concerning Eagle Landing Park's storm drain issue, which he believes has caused damage to the bluff, stairs, and bulkhead, which he reported to the City of Burien. The city closed the stairs to the beach in 2013 due to safety concerns surrounding the damage to the stairs. In 2017

Mr. White notified RCO that the city had closed the beach access. Mr. White provided materials that were distributed to the board and can be found in the [meeting materials](#) on page 215.

Davide Feinberg, resident of Burien, requested that RCO work with the City of Burien to preserve and reopen the Eagle Landing Park stairs.

Shelli Park, Crimson Park Design, shared that the Eagle Landing stairs hold significant community history and pride. The original designer and engineer of the stairs is ready to assess the structural stability of the remaining piers, and a reputable geoengineering company is ready to provide a slope stability assessment.

John Cannon, licensed lawyer and concerned citizen of Burien, advocated for John White's efforts to reopen the Eagle Landing stairs.

David Meinert, resident of Burien, shared that he lives in a diverse neighborhood within walking distance to Eagle Landing Park. With the stairs closed, there is no longer beach access within walking distance. He noted that the state and city spent a combined \$2 million on the stairs. Public access to the beach by way of boat is not feasible as there is no buoy or dock. **Director Duffy** clarified that the stairs were removed from the grant agreement when the grant agreement was amended in August of 2020 and are no longer a part of that agreement.

Chair Willhite noted that this is not a matter for a board resolution, but these comments have brought this matter of concern to the board's attention.

Member Shiosaki asked if the original grant was for acquisition or development and Director Duffy believed it was for both acquisition and development. Director Duffy also noted she will follow up with Mr. White personally.

BREAK: 10:00 AM - 10:10 AM

Additional public comment after the break:

Yvonne Kraus, Executive Director of the Evergreen Mountain Bike Alliance (Evergreen), expressed appreciation for the grant evaluation process that RCO performs, which creates empathy and understanding. Ms. Kraus shared that the NOVA process has been the most rewarding process that she has gone through at Evergreen. The diversity of the board's grant programs has created the baseline for the programs Evergreen implements. Evergreen has supported other grants from NOVA, RTP, and NCLI. Ms. Kraus expressed gratitude for the investments from the board that allow Evergreen to grow as an organization.

Chair Willhite and **Member Lam** credited Ms. Kraus and Evergreen for reaching out to different community groups and incorporating small communities.

Item 3: Grant Criteria Changes

Member Windrope returned from the break at 10:19 AM.

Leah Dobey and Ben Donatelle, Policy Specialists, provided an overview of the recreation evaluation criteria changes that will be explored during 2023 in response to recommendations from the 2022 Equity Review of RCO grant programs, the 2022 Physical Activity Task Force Report, and 2023 Washington State Recreation and Conservation Plan (SCORP).

Ms. Dobey discussed the community, health, environmental and workforce benefits of outdoor recreation in Washington, citing an RCO 2020 analysis. A 2020 Trust for Public Land (TPL) study called "The Heat is On", found that a national average of parks that served non-white populations were forty-five acres in size and five times more crowded compared to eighty-seven acres in white populations. TPL also discovered that when looking at income, parks that served low-income populations were a quarter of the size and four times more crowded than parks serving high-income populations.

Related to his work on SCORP, Mr. Donatelle noted that Washington's population is increasing, aging, becoming more diverse, and have health challenges.

Crowded recreation areas, limited access, and limited time for recreation are barriers to outdoor recreation. By 2050, Washington is expected to have two million more residents, with urban areas becoming more crowded while rural populations decrease. More opportunities and better neighborhood access will encourage outdoor recreation. These findings will help shape and define where to focus investments during these population changes.

Ms. Dobey discussed the findings from last year's equity review, performed by the Prevention Institute. Findings included low investment and minimal proposals in low-income areas and communities of color, and problematic subjective scoring criteria that relies on the individual values of evaluation committee members.

The equity review, SCORP, and past recommendations from the Physical Activity Task Force, along with feedback from staff, applicants, and advisory committees, all recommended updates and changes to grant criteria.

The focus of the proposed criteria changes effort will be categories in Youth Athletic Facilities (YAF), Aquatic Land Enhancement Account (ALEA), LWCF, WWRP Local Parks,

WWRP Water Access, and WWRP Trails. Changing criteria across multiple programs will help keep criteria more consistent for applicants who apply to multiple programs. Additional changes will be considered to align recreation programs with the 2023 SCORP priorities.

The categories of criteria that will be reviewed are:

- 1) Need – includes a wide variety of information including how projects meet SCORP priorities and demographic information from the Application Data Tool.
- 2) Need Satisfaction – looks different across programs and categories and asks if the project meets requirements in the Need question criteria.
- 3) Project Support – can expand to reward more engaged methods of support.
- 4) Immediacy of Threat – asks applicants to describe what will happen if the project is not addressed immediately.
- 5) Expansion and Renovation – tied to past SCORPs and can disadvantage communities that do not have existing park space and have a challenging time acquiring it.

Next steps include outreach to communities this spring via a workgroup and reporting findings to the board in June. Options for a decision will be presented at the October meeting and implemented for the March 2024 grant round, but only after seeking feedback from workgroups and public comment.

Member Lam asked if there was any impact to the use of outdoor spaces due to the COVID-19 pandemic. Mr. Donatelle referred to a National Recreation and Park Association (NRPA) study that showed there were seven million more people recreating outdoors from 2019 to 2020.

Member Burgess shared her concerns of possibly eliminating candidates from being successful in the grant programs by making sweeping criteria changes. Member Burgess and **Member Windrope** discussed the importance of considering the local community and visitors who will benefit from the grant opportunities when thinking about changes to criteria.

Director Duffy noted that when potential applicants review criteria and do not think they will perform well given the criteria, they may not apply, which underscores the importance that criteria play in who applies for grants.

Item 4: Youth Athletic Facilities and Washington Wildlife and Recreation Program Changes

Brock Milliern and Ben Donatelle provided an overview of reasons for policy changes to the Youth Athletic Facilities program and an assessment of the relationship between YAF and WWRP's Local Parks programs concerning matching funds.

Mr. Milliern noted that the cost of developing youth athletic facilities has increased significantly since grant limits were set in 2017, when limits increased from \$250,000 to \$350,000 and small projects were set at \$75,000. Anecdotal feedback from applicants indicates that new facilities now cost \$2-2.5 million. Challenges of the YAF program include:

- 1) Insufficient grant limits to achieve project outcomes.
- 2) Acquisition-only projects are ineligible, which may affect who is able to apply.
- 3) Low number of applications in the "small grants" category.
- 4) The high number of applications that match YAF and WWRP Local Parks projects together. WWRP Local Parks is one of the most overprescribed programs and shifting applications out of WWRP and into YAF could be beneficial.

Ben Donatelle highlighted a range of projects that show how YAF and WWRP Local Parks funds are used, including:

- Pierce County Park's Sprinker Recreation Center Phase One Outdoor Improvement ([20-1389](#)) that utilized WWRP Local Parks, YAF, and LWCF funds.
- City of Olympia's Yelm Highway Community Park ([20-1534](#)), which utilized WWRP Local Parks funds. YAF funds could not be used as this was an acquisition only project.
- City of Omak's Skate Park Redevelopment ([20-1412](#)), which utilized YAF Small Projects category.
- The Kalispel Tribe of Indian's Usk Basketball Courts ([20-1810](#)) will utilize YAF funds as they do not have a recreation plan, which are required for relevant WWRP funds.

Proportionately, YAF funds a larger percentage of projects than WWRP Local Parks when comparing requested funds to awarded funds in each program, demonstrating that YAF is an accessible funding source for communities with fewer resources. Projects can be successful when YAF is used as match funding for WWRP Local Parks projects, and more successful when a WWRP Local Parks project has an eligible YAF element.

Mr. Milliern and Mr. Donatelle will consider the following program and research questions:

- 1) What is the board's strategic target for each program?
- 2) How does the program contribute to the board's equity goals?
- 3) How does the program advance the new SCORP priorities?
- 4) Should there be different categories for projects with significant scope differences?
- 5) Should there be different high and low grant limits and categories for differently resourced communities?
- 6) How should athletics projects be incentivized to work through YAF?
- 7) Should the number of projects with athletics elements in WWRP Local Parks be reduced, and if so, how?
- 8) What are the current costs of developing an athletic facility?
- 9) How should escalating costs through the current program be accommodated?
- 10) What policy/grant limit/evaluation criteria changes would help to distinguish the YAF and WWRP Local Parks programs better?

Mr. Milliern and Mr. Donatelle will engage with stakeholders in May before presenting policy options and requesting board direction in June, followed by the request for a board decision in October.

Member Windrope asked why YAF does not require communities to have a recreation plan, and if that contributes to YAF's success in underfunded communities. Mr. Donatelle replied that not requiring a recreation plan lowers the barriers for communities to be successful in getting their projects funded. Member Windrope suggested a place holder criterion specific to underserved communities to give them the resources to complete a recreation plan. Mr. Milliern shared that the Planning for Recreation Access (PRA) grant program will help smaller communities develop recreation plans. **Member Shiosaki** asked if PRA applications were mostly for site specific projects or larger scale planning efforts. **Leah Dobey** answered that they were about 50/50. She added that twenty-one projects were funded with the original PRA \$3 million, and that up to another forty could be funded with the additional appropriation of \$5 million.

LUNCH: 11:30 AM - 12:30 PM – Quorum determined. Member Windrope returned at 12:31.

Item 5: Addressing Cost Increases Process Follow-up

Brock Milliern discussed the impact of significant cost increases for land, labor, materials, and equipment on board approved projects where budgets are set years before project implementation. Mr. Milliern shared the options discussed at the January meeting for addressing the cost increase policies for the Aquatic Lands Enhancement Account (ALEA):

- 1) Allow the director to approve cost increases up to ten percent of the total project – bringing ALEA in line with most other board programs (staff recommendation).
- 2) Do not allow cost increases – would require the board to approve cost increases.

There were three options chosen for further review for the WWRP Outdoor Recreation Account and Habitat Conservation Account discussed in January:

- 1) Allow the director to approve ten percent cost increases – this option was eliminated by the board at the January meeting.
- 2) Allow the director to approve ten percent cost increase, but with priority to partially funded projects, then cost increases, and then alternatives.
- 3) Hold back one to two and a half percent of funds to cover cost increases.
- 4) Do not allow cost increases – would require the board to approve cost increases.

Staff solicited comment and input from the public, WRPA and WWRP on the two policy changes. There were no comments regarding ALEA. WWRP's option two or a "modified" option two was supported; however, there was concern that if cost increases were allowed in the grant programs, it would become the default method to address increases (rather than seeking non-grant funding), adversely impacting projects further down on the list.

Mr. Milliern discussed the emergence of two new policy options under WWRP:

- 5) The director may use unspent funds from the State Parks category to approve cost increases for a State Parks category project. The increase is limited to ten percent of the total project amount for the approved WWRP State Parks category project.
- 6) The director may use unspent funds to approve cost increases up to ten percent of the total project amount for WWRP, if the consumer price index increase is five percent or higher for any six consecutive months starting May 2023. In addition, the director must prioritize the use of unspent funds in the following order: finish

funding partially funded projects, approve pending cost increases, and then fund alternatives on the board approved ranked lists.

Mr. Milliern noted that WWRP option three might impact project lists if two and a half percent of funding is withheld, primarily in the State Parks, Riparian, Farmland, Local Parks, Trails, and Habitat categories.

Chair Willhite asked if anyone was in favor of WWRP option three. No one was in favor, and it was eliminated as an option.

Mr. Milliern shared a new option for WWRP:

- 7) Allow option two, but only when the board declares specific circumstances that trigger this option.

This new option would require the director and the staff to bring the policy to the board to enact in exceptional circumstances (i.e., hard economic times) and would allow the board to decide if the circumstances would be considered exceptional.

Member Lam asked what baseline data would be used. Mr. Milliern answered that the Consumer Price Index (CPI) is commonly used but because of the potential for unforeseen change, there could be different data available later. Member Lam asked how often staff have asked the board for cost increase approval in the past. Mr. Milliern noted that there have been between five and nine; however, because cost increases have not been allowed in these programs, there is currently no data to represent the need.

Members discussed choosing an option with equity in mind so that cost increases are not disproportionately provided to projects that are historically well funded and would know to ask for an increase. **Member Burgess** and **Member Windrope** noted that having a policy like option seven in place for future boards could act as a lifeline in times of crisis. **Member Herzog** is in favor of having an option that allows for flexibility. **Member Lam** noted that having language in the manual can help applicants know their options better.

Chair Willhite was in favor of making changes to ALEA to be more consistent with other programs and would like to keep the existing WWRP policy due to the unique nature of WWRP, noting current policy provides enough guidance to applicants.

Public Comment

Christine Mahler, WWRC Executive Director, thinks the new option seven is a compromise and addresses WWRC board's concerns regarding possible policy abuse.

She questioned if the current policy is equitable, and wondered, with the current policy, how applicants would know to come to the board with cost increases.

Member Herzog mentioned option five has been discussed internally at State Parks and found it is not needed and can be removed from consideration. He would like to see consistency throughout the whole program.

Chair Willhite suggested waiting to decide on the WWRP option until the next meeting to give time to hear feedback from stakeholders. He recommended deciding on ALEA.

Chair Willhite amended the resolution to exclude discussion and consideration for the WWRP option and approve option one for ALEA: *Allow the RCO director to use unspent funds to allow for cost increases up to ten percent of the total project costs. Increases above ten percent would be referred to the board for consideration.*

Motion: Move to Approve **Resolution 2023-07** as amended.

Moved by: Member Herzog

Seconded by: Member Shiosaki

Approved: **Approved**

Item 6: Chelan County Wenatchee Riverfront Park Conversion Decision

Myra Barker, Compliance Unit Manager, presented the conversion proposal of the Chelan County Wenatchee Riverfront Park. The county is asking the board to recommend approval of the conversion and replacement to the NPS. The board's responsibility is to:

- 1) Evaluate practical alternatives for the conversion and replacement (including avoidance).
- 2) Ensure the replacement property meets the requirements of the funding (LWCF program and state bonds).
- 3) Provide a recommendation to the NPS for a LWCF conversion.
- 4) Approve or deny the request for state-funded conversions.

To comply with the administrative rule, board, and NPS policy, it is the sponsor's responsibility to:

- 1) Consider and evaluate all practical alternatives to the conversion and for the replacement.
- 2) Provide the public an opportunity to participate in the alternatives analysis, including a minimum 30-day public comment period.

- 3) Provide replacement property that is eligible in the respective grant program, is of at least equal market value, is equivalent or greater usefulness and location, is administered by the same project sponsor, and satisfies an identified need in the project sponsor's adopted plan.

Specific to a LWCF conversion, the replacement must fill a need within SCORP and comply with the National Environmental Policy Act (NEPA) and National Historic Preservation Act (NHPA).

From 1968-1971, the board awarded \$96,000 in grants to develop camping facilities at the park, with a total project cost of \$413,071. Due to LWCF funds, the entire park is encumbered with the LWCF boundary. The park offers RV and tent camping, restrooms with showers, and access to the Wenatchee River.

In 2001, Chelan County entered a contract with the State Department of Commerce (SDC) to operate a seasonal farmworker housing area in an undeveloped grassy area. Originally the housing was temporary canvas tents, but they have been converted to more permanent housing with a restroom, outdoor kitchen, play area, and soccer field to support residents.

The conversion area is eight-point-six (8.6) acres and includes an open grass undeveloped area, pull-through RV sites, overflow parking area, and is valued at \$430,000. The proposed replacement is the adjacent 20 acres, currently owned by Washington Department of Transportation (WSDOT). The property includes riparian forested area, wetlands, open space, will expand access to the Wenatchee River, and is valued at \$529,000. If approved, the conversion area will be removed from the grant boundary and the replacement area will be added.

There were no comments received during the public comment period. The county has completed all necessary steps and documentation and RCO is waiting for NPS to advise in the compliance process of the NHPA, which is the NPS's responsibility.

Public Comment

None.

Motion: Move to Approve Resolution 2023-08

Moved by: Member Burgess

Seconded by: Member Shiosaki

Approved: *Approved*

Chair Willhite noted for the record a clerical error in Resolution 2023-07: *undo* should be *undue*.

Item 7: Additions to Exceptions to Conversion Policy Proposal

Myra Barker presented the proposed changes to the Exceptions to Conversion policy that was adopted in 2019 and was created in response to sponsors asking RCO for flexibility on changes to sites. The purpose of the policy is to address changes that have minimal impact on the intended purpose and use of the project area. The identified exceptions would create the need for a conversion without this policy. Each request is considered on a case-by-case basis; the action or use must be secondary to the site's intended purpose and use; a sponsor must provide sufficient documentation that the use or action has minimal impact and may improve or benefit the project. There are no automatic approvals granted for an exception.

Staff recommends the following changes:

- 1) Revise the Exception for Relocating an Easement: relocation of an easement *and related infrastructure* that would benefit and/or improve the intended purpose and use of the project area, with restoring the disturbed area to original or better condition in a specified period.
- 2) Add as an exception: A new easement and/or right-of-way and related infrastructure (such as utility box, poles, guide wires) that would benefit the intended purpose and use of the project area. *Not intended to provide a blanket exception to any new easement such as conveying an easement to a private party for their convenience.*
- 3) Add as an Exception: A new easement and/or right-of-way for a culvert replacement or improving fish passage that has minimal impact to the intended purpose and use of the project area.
- 4) Add as an Exception: Changes to an existing easement, right-of-way, or encumbrance (and related infrastructure) that would have minimal impact to the intended purpose and use of the project area.
- 5) Add as an Exception: Telecommunications and related infrastructure (such as tower, fencing, equipment, access and related lease or easement) that has minimal impact to the intended purpose and use of the project area and provides for increased safety, or service, or information to the public using the project area.

Current policy allows for limited telecommunication infrastructure on WWRP Local Parks sites only; adding this exception would apply to all grant programs. NPS modified their policy to allow for cell towers when it provides increased public safety; however, this policy does not allow for easements or access to towers.

Members discussed these exceptions, focusing largely on exception five.

Member Windrope noted that number four is a broad exception without defining what “minimal” means in this context. Ms. Barker said that not providing a narrow definition allows for flexibility and requires the sponsor to justify their request for an exception.

Member Trang asked how often applicants ask for telecommunication easements in their project. Ms. Barker said that sponsors often do not self-report and that a conversion is needed when telecommunication equipment is discovered.

Member Shiosaki suggested that the board provide reasons for local agencies to be able to say no to telecommunication facilities, noting the visual impact of these facilities in natural spaces and shared his concern over the potential to overuse in natural spaces.

Chair Willhite and **Member Windrope** agreed, sharing the same concerns.

Member Burgess would like to revisit this exception later with more information and discuss language for the possibility of telecommunication facilities under certain circumstances to minimize the need for conversions.

Member Herzog is concerned about safety in remote areas but does think applicants should come to the board with a request in those instances. He would like to consider making it clear that an exception is possible and clarifying it in the manual.

Director Duffy noted that this exception is modeled after NPS for equity purposes. Ms. Barker suggested continuing to use the language around telecommunications found in Manual 7.

Chair Willhite would like to amend the resolution to remove the fifth exception on telecommunication to read: *Be it resolved that the board approves the resolution 2023-09 and the policy recommendations contained in this memo except for the policy recommendation for telecommunications and related infrastructure.*

Public Comment

Written public comments can be found in the memorandum on this item.

Motion: Move to Approve **Resolution 2023-09** as amended

Moved by: Member Shiosaki

Seconded by: Member Lam

Approved: **Approved**

Member Ohlson-Kiehn was absent from the meeting from 1:50 PM to 3:06 PM for a meeting within her agency.

Item 8: Scope Change: City of Zillah, Zillah Splash Park 20-1305

Jesse Sims, Outdoor Grant Manager, presented the request from the City of Zillah to move the construction of the proposed splash pad from Loges Park to Stewart Park.

The City of Zillah applied for a LWCF grant to design and install a splash park at Loges Park. Loges Park was originally chosen as the location for this splash pad because it was believed that utilizing the existing footprint of a decommissioned pool would be less costly. The City of Zillah applied for funding in 2020, which was approved in 2021.

Since approval, the City of Zillah has determined that the cost to renovate the old pool into a splash pad, along with the requirement to bury existing overhead powerlines would go significantly over their allotted budget. Stewart Park was originally not considered due to limited parking; however, parking was expanded in late 2020, after the city had applied for the LWCF grant.

Stewart Park is in the hub of the city and can be accessed by the main street in town. The newly built parking area, the existing civic center, and historic Teapot Gas Station are all owned by the city and are adjacent to Stewart Park. By moving the splash park to this site, the city estimates a savings of approximately \$150,000 and more community members will be served in a central location.

Staff recommend approval of the site change, allowing the City of Zillah to build the new splash pad at Stewart Park.

Public Comment

None.

Motion: Move to Approve Resolution 2023-10

Moved by: Member Burgess

Seconded by: Member Lam

Approved: **Approved**

Item 9: Boating Facilities Program: Approval of Preliminary Ranked Lists

Allison Dellwo, Outdoor Grant Manager, provided the preliminary ranked list for the Boating Facilities Program (BFP) for board approval. Information about the BFP can be found at rco.wa.gov/grant/boating-facilities-program/.

RCO received fourteen Local Agency applications, which included twelve development or renovation projects and two planning projects. Applicants requested a combined \$7,919,575.

The number one ranked local project is the Stan Sayres Boat Launch Renovation by the City of Seattle Parks and Recreation (RCO #22-2051). The City of Seattle will use BFP funds to replace four launch lanes and extend two fixed piers with boarding floats, improving public access and safety.

There were thirteen State Agency applications, which included eleven development or renovation projects, one planning project, and one combination acquisition and planning project. Applicants in this category requested a combined \$12,532,092.

The number one ranked state agency project is the Region Six Access Restroom Replacement sponsored by the Washington State Department of Fish and Wildlife (WDFW) (RCO #22-2182). This project will remove four restrooms that are in disrepair and replace them with a modern and accessible restroom option for motorized boaters to utilize, including accessible routes to and from parking, at four sites in Pierce County.

Staff recommended the approval of Resolution 2023-11, including Tables 1 and 2: Boating Facilities Program, Preliminary Ranked List of Local and State Agency Projects, 2023-25.

Public Comment

Written public comment details can be found in the memorandum on this item.

Motion: Move to Approve Resolution 2023-11

Moved by: Member Herzog

Seconded by: Member Windrope

Approved: **Approved**

Item 10: Firearms and Archery Range Recreation: Approval of Preliminary Ranked List

Ashly Arambul, Outdoor Grant Manager, briefly described the Firearms and Archery Range Recreation (FARR) Program (which can be found in more detail at rco.wa.gov/firearms-and-archery-recreation-program/) and requested board approval of the preliminary ranked list of projects.

RCO received six applications for development, which included three nonprofit clubs, one local agency (county), and two state agency (WDFW) projects. Applicants requested a combined \$604,800.

The number one ranked project is the Evergreen Sportsmen's Club Rifle-Pistol Range Safety Improvements (RCO #22-2179) project. Located in Littlerock, the club

encompasses 297 acres for sport shooting, and the grant project is located at the rifle and pistol range. The club will improve storm water drainage, relocate the safety berm, install “no blue sky” baffles to contain projectiles, and renovate the ADA firing line. Additionally, the club will pave the parking area, install a new CXT restroom, and renovate the range safety officer building. This project will improve a fifty-year-old facility and enhance public and volunteer safety, as well as ensure open operations for the public during the rainy season.

Staff recommended approval of Resolution 2023-12, including Table 1: Firearms and Archery Range Recreation Preliminary Ranked List of Projects, 2023-25.

General Public Comment

None.

Motion: Move to Approve **Resolution 2023-12**

Moved by: Member Shiosaki

Seconded by: Member Herzog

Approved: **Approved**

BREAK: 2:15 - 2:36

Item 11: Recreational Trails Program: Approval of Preliminary Ranked Lists for the 2023-25 Biennium

This item was presented after Item 12 to allow public commenters to arrive.

Hayley Edmonston, Outdoor Grant Manager, asked the board to approve the preliminary ranked list of forty-three projects for the Recreational Trails Program (RTP) for the 2023-25 biennium, briefly explaining the RTP program which can be found in more detail at rco.wa.gov/grant/recreational-trails/program/. There were seven proposals in the education category and thirty-six in the general category which includes development and maintenance projects.

Member Ohlson-Kien returned at 3:06.

The top ranked project in the Education category is the United States Forest Service (USFS), Naches Ranger District, Wilderness Education Rangers (RCO #22-2285). The grant will fund four seasonal education rangers and up to four part-time volunteers to patrol high-use areas within the wilderness and backcountry. The rangers will provide education to promote wilderness and Leave-No-Trace principles, resource protection, and visitor safety.

In the General category the top ranked project is the Evergreen Mountain Bike Alliance, Eastern Washington Volunteer Trail Maintenance (RCO #22-2195) project. These funds will support volunteer trail maintenance at recreation sites throughout Eastern Washington. The goal is to assist land managers with nearly nine-thousand hours of volunteer labor to maintain over 200 miles of non-motorized trails and over 120 miles of motorized trails that are of critical importance to mountain bikers, hikers, equestrians, and motorized recreation enthusiasts.

Staff recommends approving the ranked lists in Tables 1 and 2 of Resolution 2023-13.

General Public Comment

Holly Sato, resident of Falls City, Washington, and avid outdoors enthusiast, spoke on behalf of herself, family, and nine additional neighbors who gave their permission to be represented by Ms. Sato. She expressed gratitude for being able to access mountain bike trails in and around King County. Ms. Sato encouraged the board to approve the final ranked lists to ensure the public has access to healthy outdoor activities and recreation. She provided support for the Evergreen Mountain Bike Alliance as well.

Yvonne Kraus, Executive Director of the Evergreen Mountain Bike Alliance (Evergreen), shared how the RTP program supports Evergreen and its efforts on both the east and west side of the state. Evergreen represents over nine thousand members, eight regional chapters and delivers over 30 thousand volunteer hours a year. She expressed the difficulty of engaging and diversifying their volunteers noting the importance of scoring high in the RTP. Evergreen has faced criticism from other trail users in the nonmotorized community, often under the veil of environmentalism. Ranking number one shows other communities that Evergreen does a lot of work to ensure trails can continue to be used by everyone. In a comment on equity, Ms. Kraus shared that they work hard to engage women in volunteer trail crews, and there is now a 100 percent women-built trail near Raging River. Evergreen also offers mother and child, Spanish speaking-only classes on RTP sites, and is working on tribal collaborations. Ms. Kraus encouraged the board to approve the ranked lists.

Motion: Move to Approve Resolution 2023-13

Moved by: Member Burgess

Seconded by: Member Lam

Approved: **Approved**

Item 12: Nonhighway and Off-road Vehicle Activities Program: Approval of Preliminary Ranked Lists for the 2023-25 Biennium

This item was presented ahead of Item 11 to allow public commenters to arrive.

Marguerite Austin, Section Manager, discussed the ranked project list for the Nonhighway and Off-road Vehicle Activities (NOVA) Program before asking for board approval of the preliminary ranked lists. Ms. Austin explained the NOVA program and policies, which can be found in more detail at rco.wa.gov/grant/nonhighway-and-off-road-vehicle-activities-program-trails/. The NOVA program includes four categories: Education and Enforcement, Off-Road Vehicles (ORV), Nonhighway Road, and Nonmotorized.

Member Windrope returned from break at 2:39.

RCO received ninety-six applications for NOVA projects across all four categories, which included twenty-five Education and Enforcement, twenty Nonhighway Road, twenty-five Nonmotorized, and twenty-six Off-road Vehicle. Applicants requested a total of \$16,198,223. Ms. Austin noted that in the 2022 grant round, over half of the proposals were submitted by federal agencies, with fifty-four from the USFS, which made up 56.25 percent of all applications.

Dan Haws, Outdoor Grants Manager, shared that there were twenty-five proposed projects in the Education and Enforcing category, requesting a total of \$4,282,544. The USFS Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District, (RCO #22-2233) Front Country Patrol is the number one ranked project in the Education and Enforcement category. The district's proximity to the Seattle metropolitan area makes it a high-use recreation area for activities such as camping, hiking, horseback riding, off-road vehicle riding, recreational target shooting, and hunting. It is estimated that there are over one million visitors per year within the ranger district. To help keep all users safe and to minimize impacts to the environment, a strong education and enforcement presence is a critical need. This project will fund ten seasonal front country rangers who will patrol and coordinate with volunteers in high-use areas within the Snoqualmie Ranger District. The team expects to conduct over 25,000 user contacts through this program.

In the Off-Road Vehicle category, RCO received twenty-six project proposals, totaling \$5,419,391. The number one ranked project is the DNR's Tahuya and Green Mountain Trails and Facilities Maintenance (RCO #22-2019) project, located in Kitsap and Mason Counties, east of the Hood Canal. The DNR will use this grant to maintain mixed-use ORV trails, bridges, campgrounds, trailheads, vault toilets, and seasonal day-use sites

within the Tahuya and Green Mountain State Forests. The grant will also help fund a trail specialist, a trail technician, and an equipment operator. The trails and facilities maintained by the grant are open year-round to a variety of NOVA recreationists. Additionally, NOVA users coming to the region bring an estimated \$4.6 million of tourism revenue to the area, providing a substantial economic benefit to the rural communities surrounding the forests.

Ms. Austin explained the Nonhighway Road category, of which there were twenty-five projects proposed, totaling \$2,597,710 in requested funds. The number-one ranked project in this category is the USFS Okanogan–Wenatchee National Forest, Wenatchee River Ranger District, Developed and Dispersed Recreation (RCO #22-2037) project, which will allow the district to maintain front country facilities that are utilized by over one million NOVA visitors annually. Staff will use these funds to maintain trailheads, repair facilities, mitigate hazards, repair vandalism, and clean developed and dispersed sites that may otherwise be overwhelmed.

In the Nonmotorized category, there were twenty-five proposed projects, totaling \$3,898,578 in requested funds. Fourteen of these projects are for maintenance, eight are for development, and three are for planning. The number one ranked project in this category is the USFS Okanogan–Wenatchee National Forest, Wenatchee River Ranger District, Wilderness and Multi-Use Trail Maintenance (RCO #22-2139) project, which covers three popular designated wilderness areas, including the Enchantments. These areas are off-limits to motorized devices, necessitating difficult manual labor be completed using human power and pack-animals.

Staff recommends approval of Resolution 2023-14, which includes ranked lists found in Tables 1-4.

General Public Comment

Written public comment details can be found in the memorandum on this item.

Motion: Move to Approve Resolution 2023-14

Moved by: Member Lam

Seconded by: Member Burgess

Approved: **Approved**

Chair Willhite asked when applicants will be notified that their projects are approved, and if staff provides an opportunity to speak with grant managers to discuss why their projects ranked lower than others. Ms. Austin explained that they will be notified soon, and in order of their position on the ranked list and that yes, there is an automated

notice that includes the opportunity to contact RCO staff to clarify how they can improve their application for the next grant round.

Item 13: State Agency Partner Reports

Governor's Office

Jon Snyder, Policy Specialist, shared handouts with board members that included the highlights of what was passed by legislature on budget and policy for outdoor recreation. He noted the passing of HB 1144 concerning recycling of electric vehicles and bike batteries, support for WWRP through the twenty percent funding increase, the state's commitment to outdoor education, and Washington's lead in outdoor recreation in comparison to other states.

Department of Natural Resources

Member Kristen Ohlson-Kiehn shared that conversation will be initiated by the heads of the three land management agencies (WDFW, DNR, and Washington State Department of Ecology) with the tribal chairs to address recreation impacts on state lands. Additionally, DNR will follow up with a tribal summit on June 12 and 13.

DNR has launched their Outdoor Access and Responsible Recreation statewide planning process. Member Ohlson-Kiehn shared appreciation for the Governor's Office, House and Senate, and excitement for the \$120 million approved for WWRP.

Member Ohlson-Kiehn shared DNR's budget successes, which included Safe and Sustainable Recreation funding; Natural Areas and Facilities Preservation and Access, for conservation funding; Community Forests, which was partially funded; and Trust Land Transfers, which was codified in this recent session. Using RCO as a model, DNR developed a process to rank potential properties to be transferred out of trust land status. Member Ohlson-Kiehn shared that the success for the Trust Land Transfers was due to the partners DNR worked with such as other state agencies, beneficiaries of state trust lands, and environmental advocates who partnered to develop the program and advocate for funding.

Operating requests received some funding for Protect Public Lands and Tribal Rights, which provides more enforcement officers and the Tribal First Foods program. The Conservation Corps did not receive as much funding as DNR had hoped, but they did receive full funding for their conservation asks which including scientifically based conservation decision package to identify conservation areas using the Washington Natural Heritage data, as well as the Natural Resource Conservation Area account funding. Finally, NOVA was funded. Overall, DNR is pleased with the budget outcomes.

Chair Willhite asked John Snyder to comment on the [Confluence of States](#). Mr. Snyder described the Confluence of States, which started with just three states (Washington, Utah, and Colorado) in 2016, and has expanded to include nearly 20 states. This is a bipartisan program that includes states that understand the outdoor economy is important, and that recreation and conservation are linked. There was a recent meeting in Washington, D.C. with the Outdoor Industry Association.

State Parks and Recreation Commission

Member Peter Herzog shared that State Parks total operating budget is \$255 million. About sixty-eight to sixty-nine percent of their budget is self-generating through donations, park fees, etc. Member Herzog noted that donations alone account for \$12-14 million in the State Parks budget. Some of the key programs supported in the legislative budget were around recreation lands maintenance; Diversity, Equity, and Inclusion (DEI) in parks; Emerging Leaders Program; and support for capital budget to help in planning and outreach with tribal partners so that projects can be fully vetted and completed. Other projects include the Cultural Resources Management Masterplan for Motor Peninsula property near Sequim, climate change adaptation work, NCLI, and funding for recreation and impacts analysis.

State Parks received the largest capital budget ever, at \$84 million, and \$74 million in new appropriations money, which included grouping projects into different pools. There was a \$24 million pool for large projects and a \$20 million pool for small projects. State Parks is allowed to move money between projects for optimal use of funds. There was \$24 million for Nisqually State Park, the newest state park. The Glen Tana Property acquisition in Eastern Washington connects the Little Spokane Natural Area to public and tribal properties and will expand Spokane State Park.

Department of Fish and Wildlife

Member Amy Windrope shared that WDFW is looking forward to implementing the increased budget provided by the legislature. Their highest priority was their Biodiversity Package, which implements WDFW's State Wildlife Action Plan, receiving \$23 million to improve biodiversity in the state. There were investments for their Sustainability Plan, which included funds for electric vehicle charging stations and other actions to reduce WDFW's climate footprint over the next decade. WDFW received around \$5 million to reduce climate impacts for wildlife, which will include modeling to look at which species will be most impacted by climate change and what can be done to protect them. Significant money is going towards increasing the production of salmon in hatcheries, especially tribal hatcheries.

Member Windrope also noted increased protection of Southern Resident Killer whales from noise and disturbance with a bill to increase vessels distance from orcas to one thousand yards, and an investment of \$4M for toxics monitoring and analysis impacting salmon.

The Duckabush, which is a large restoration project, received capital funding, which will move the project forward in partnership with the Army Corps of Engineers.

Member Windrope ended by mentioning \$600,000 in funding to replace toilets statewide.

ADJOURN: 3:45 PM

The next regular meeting will be June 27-28. One day of this meeting will be set aside for a board retreat. The agenda is currently under development. The annual travel meeting is set for October 24-25. The location will be discussed with the board in June.

Approved by:



Recreation and Conservation Funding Board Decision Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Time Extension Requests

Prepared By: Recreation and Conservation Outdoor Grants Managers

Summary

This is a request for the Recreation and Conservation Funding Board to consider the proposed project time extensions shown in Attachment A.

Board Action Requested

This item will be a: ☒ Request for Decision
☐ Request for Direction
☐ Briefing

Resolution: 2023-15 (Consent Agenda)

Purpose of Resolution: Approve the requested time extensions.

Background

Each grant [program policy manual](#) outlines the Recreation and Conservation Funding Board's (board) adopted policy for progress on active funded projects. The key elements of this policy are the sponsor's responsibility to complete a funded project promptly and meet the project milestones outlined in the grant agreement. The Recreation and Conservation Office (RCO) director may give an applicant up to four years (from the award date) to complete a project. Extensions beyond four years require board action.

RCO received requests for time extensions for the projects listed in Attachment A. This document summarizes the circumstances for the requested extensions and the expected date of project completion.

General considerations for approving time extension requests include:

- Receipt of a written request for the time extension,
- Reimbursements requested and approved,
- Date the board granted funding approval,
- Conditions surrounding the delay,
- Sponsor's reasons or justification for requesting the extension,

- Likelihood of sponsor completing the project within the extended period,
- Original dates for project completion,
- Status of activities within the grant,
- Sponsor's progress on this and other funded projects.

Strategic Plan Link

Consideration of these requests supports the board's goal of helping its partners protect, restore, and develop habitat, working lands, and recreation opportunities that benefit people, fish and wildlife, and ecosystems.

Staff Recommendation

Staff recommends approval of the time extension requests for the projects listed in Attachment A.

Attachments

A. Time Extension Requests for Board Approval

Time Extension Requests for Board Approval

City of Olympia

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
18-1243 Development	Grass Lake Nature Park Trail	Washington Wildlife and Recreation Program: Trails	\$385,746 (82%)	06/30/2023	06/30/2025

Reasons for Delay and Justification of Request

The City of Olympia received a grant to construct approximately 3,500 linear feet of multimodal, ADA-accessible trail through Grass Lake Park from Kaiser Road to a maintenance road that leads to Harrison Avenue. The grant also includes installation of 400 feet of boardwalk trail, a trailhead with parking, an informational kiosk, interpretive signage, and habitat enhancement.

The project was initially delayed due to COVID-19 impacts and a vacancy in the parks engineering department. Additionally, the Washington State Department of Ecology, the Washington Department of Fish and Wildlife, and the Squaxin Island Tribe raised concerns regarding the proposed boardwalk that crosses a Category I wetland. The first mitigation concept was denied. City staff and the consultant team worked together and created a new mitigation plan, which was accepted in December 2022. In March 2023, the hearing examiner recommended approval of the land use permit. Olympia has now completed thirty percent of the design. The shoreline conditional and the shoreline substantial development permits were approved in May 2023.

Olympia is requesting a twenty-four-month extension to allow for completion of the final design and for construction to take place in summer 2024. The construction window is limited since the boardwalk development can only take place when the wetland is completely dry in August and September. The time extension will provide additional periods of dry weather for executing the construction activities without causing potential onsite erosion, which is important considering the proximity of critical wetland areas. After construction, final billing and closeout will be completed by June 2025.

City of Pasco

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
18-1360 Development	A Street Sports Complex Phase 1	Youth Athletic Facilities: Large Grants	\$312,193 (89%)	6/30/2023	12/31/2023

Reasons for Delay and Justification of Request

The city of Pasco received a Youth Athletic Facilities grant to develop three natural turf multi-use sports fields, a parking lot, and restroom facility.

Projects delays occurred after the city of Pasco's contractor stopped work due to Franklin County Public Utility District (PUD) changing their vault location, which is where utilities lines are located. When the new plans arrived, the PUD was able to excavate and install the required vaults and conduit. Because this is a "balanced" work site where dirt from one portion of the site is moved to another portion to "balance" the site, dirt does not need to be imported or exported. However, this lead the contractor to stop work again while the PUD removed existing power lines and power poles and installed the power lines through the new underground vaults, which was completed March 31, 2023. The contractor is on-site again and has been able to grade the playing fields and the landscaper has installed the fencing and started work on the sprinkler system.

The change to the location of the vaults, the down time incurred while waiting for the PUD to give Pasco the new vault plans, and removal of the power poles caused significant delays to the construction timeline. Pasco is requesting a six-month time extension with a new completion date of December 31, 2023.

City of Seattle

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
16-1869 Development	Arboretum Waterfront Trail Redevelopment	Washington Wildlife and Recreation Program: Trails	\$713,311 (83%)	6/30/2023	12/31/2024

Reasons for Delay and Justification of Request

Seattle Parks and Recreation Department received grant funds to renovate, rebuild and replace portions of the floating boardwalk trail system on Foster Island in Washington Park Arboretum. The project includes a boardwalk, new gangway, and floating walkway segments to provide barrier-free access and safety improvements.

Seattle is requesting an eighteen-month extension to complete construction of the trail. This project experienced significant delays due to staff turnover and prolonged permitting timelines. Seattle is currently at 100 percent design and expects the Army Corps of Engineers to issue the necessary permits by Fall 2023. After the permits are issued, construction can occur in the Spring and Summer of 2024 for upland and in-water work.

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
16-2386 Planning	South Leschi Moorage Plan	Boating Facilities Program: Local	\$181,064 (90%)	6/30/2023	12/31/2023

Reasons for Delay and Justification of Request

Seattle Parks and Recreation Department received grant funds to complete design, permitting and cultural resources review for their South Leschi Transient Moorage project on Lake Washington. The design will include additional transient moorage and improved accessibility at South Leschi Marina.

Seattle is requesting a six-month extension due to delays in the permitting process, including securing the Army Corps of Engineers permit. Seattle has completed 100 percent design and is waiting for the Corps to issue the final permit. If the board approves the boating development application ([22-2052](#)), the Seattle Parks and Recreation Department anticipate construction will be completed by Fall 2024.

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
16-2357 Planning	Stan Sayres Boat Launch Plan	Boating Facilities Program: Local	\$119,000 (59%)	6/30/2023	12/31/2023

Reasons for Delay and Justification of Request

Seattle Parks and Recreation Department received grant funds to complete design, permitting, and the cultural resources review for the Stan Sayres Boat Launch project on Lake Washington. The design will include four renovated boat launch lanes, boarding float extensions, piling and gangways, which will greatly improve access for boaters.

Seattle is requesting a six-month extension due to delays with securing the Army Corps of Engineers permit. Seattle has ninety percent design documents and is currently completing the final design. Seattle successfully secured the number one ranking for the development phase of this project ([22-2051](#)). If the board approves the grant in June, they anticipate completing the construction and opening the site to the public by the fourth quarter of 2024.

City of Wenatchee

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
18-1246 Development	Lincoln Park Soccer-Lacrosse Field Construction	Youth Athletic Facilities: Large Grants	\$2,632 (1%)	6/30/2023	12/31/2023

Reasons for Delay and Justification of Request

The City of Wenatchee received a grant to build a soccer-lacrosse field and a restroom in the eighteen-acre Lincoln Park in south Wenatchee. The project is complete excluding the soccer goals installation, which will take place in Fall 2023. This allows time for the new grass to establish. Wenatchee is requesting a six-month extension to allow for the goals to be installed. Final billing and close-out can be completed by December 2023.

Port of Ilwaco

Project number and type	Project name	Grant program	Grant funds remaining	Current end date	Extension request
<u>18-2373</u> Development	Port of Ilwaco Boat Launch Area Renovation	Boating Facilities Program	\$222,682 (67%)	06/30/2023	08/31/2023

Reasons for Delay and Justification of Request

The Port of Ilwaco received this grant to renovate support elements at the Ilwaco boat launch located in the marina at the Port of Ilwaco in Pacific County.

To date, the Port has received all required environmental and building permits. They have completed installation of the new restroom, paved walkways, and parking areas, and installed new security lighting. Recently, the Port went through a large staff turnover, which has contributed to the delay in completing the landscaping improvements. Additionally, the controller and modem needed for the pay station required a software update from the manufacturer, delaying the project further.

The Port of Ilwaco is requesting a three-month time extension to allow for project completion. This timeframe will help accommodate for staff turnover and the delay of the pay station controller and modem. It will also allow staff time to complete final billing and close out the grant in August 2023.

Recreation and Conservation Funding Board Decision
Memo

Item **7C(a)**

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Cost Increase Request: Skookum Archers, Skookum Archers Range Improvements, RCO #18-2541D

Prepared By: Ashly Arambul, Outdoor Grants Manager

Summary

Skookum Archers is asking the Recreation and Conservation Funding Board (board) for approval of a cost increase for the Skookum Archers Range Improvements (18-2541) project. The cost increase will help offset the unexpected increased cost of constructing the storage building, installing a septic system, and purchasing building materials.

The requested cost increase exceeds ten percent of the total cost; therefore, policy requires board consideration of the request. Funding is currently available to fund this request should it be approved.

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: 2023-15 (Consent Agenda)

Purpose of Resolution: Approve the cost increase request.

Background

The Recreation and Conservation Funding Board (board) awarded Skookum Archers (Club) a \$99,024 Firearms and Archery Range Recreation (FARR) Program grant to construct a new storage building and install a septic system, permanent mounted target stops, an irrigation system, and improve the landscaping. The archery range facilities are in Pierce County on the southeast side of Puyallup. See Attachment A.

The range provides an outdoor flat target course, field courses, and a clubhouse, which are all open for public use. They also have a course for club members. Skookum Archers offers various archery events and classes for youth and members of the public.

Project Status

Soon after the board approved the FARR grant at their June 2019 meeting, the Club began its pre-construction activities to ensure timely completion of the scope of work. The Club completed the septic design, Geotech evaluation, and the building application and construction permit for the storage structure. These permits were all submitted to and received approval from Pierce County. Also, the cultural resources requirement for the project has been satisfied.

Construction has resulted in the replacement of the target stands and installation of the irrigation and septic systems. Before moving forward with construction of the storage building, the Club requested an updated contractor estimate in early 2022, which substantially increased from \$102,700 to \$407,087. The Club explored other funding options and decided to request board approval of a cost increase. If the board approves the increase, the Club will start construction in July 2023.

Discussion and Analysis

The cost increase request is for an additional \$50,976 in FARR funds, with matching funds from the sponsor of \$50, 976, which takes the project from a total of \$198,048 to \$300,000 This will lead to a thirty-four percent cost increase. The increase is caused by delays related to the global pandemic in receiving project materials, an unanticipated delay in completing engineering and permit evaluation by Pierce County, and the unexpected increased cost of building materials. This increases the total project cost by \$101,952.

Cost Increase for Skookum Archers 18-2541

	Original Project Agreement	Cost Increase Request	Proposed Project Agreement
FARR Grant (50%)	\$99,024	\$50,976	\$150,000
Sponsor Match (50%)	\$99,024	\$50,976	\$150,000
Total Project Cost	\$198,048	\$101,952	\$300,000

Cost Increase Policy

The board's policy on cost increases is outlined in *Manual 4: Development Projects* on page thirty-six. Specifically, the policy states:

On occasion, the cost of completing a project exceeds the amount written into the agreement. Such overruns are the responsibility of the project sponsor. The Recreation and Conservation Funding Board may consider a cost increase in some grant programs if funds are available, and the grant sponsor submits a written request. The director may approve requests for increases up to 10 percent of the total project cost and the board may approve increases above 10 percent.

To request an increase the project sponsor must submit a written request to the Recreation and Conservation Office (RCO) addressing the following:

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

A sponsor must obtain RCO director or board approval for any significant change in project scope or design that results in a cost increase request. This approval must be granted before or simultaneously to the cost increase.

Analysis

There are enough uncommitted funds available in the FARR Account to cover the amount requested. This request exceeds ten percent of the project's initial approved grant amount, and therefore the request is presented for the board's consideration.

Alternatives Considered

The Club has considered three options:

- The Club's request for additional funds is their preferred alternative. This will allow them to move forward with completing the construction of the storage building.
- The Club considered removing scope items from the project. All scope elements were examined to determine if a less expensive option were available or if elements could be removed. All scope elements were determined to be essential to the project and the Club has concluded this is not a viable alternative.
- Lastly, the Club considered returning the current grant funds and applying for grant funds again in 2024. However, due to the continued increase cost for construction and building materials, the Club's concern is that they will not have enough available funds to contribute to the project if they wait two years.

Conditions Causing the Overrun

The sponsor had little control over the conditions causing the overrun. Due to increased prices in construction materials and contractor labor, the cost of this project has increased.

Elements in the Agreement

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

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 recommend approval of the cost increase as requested.

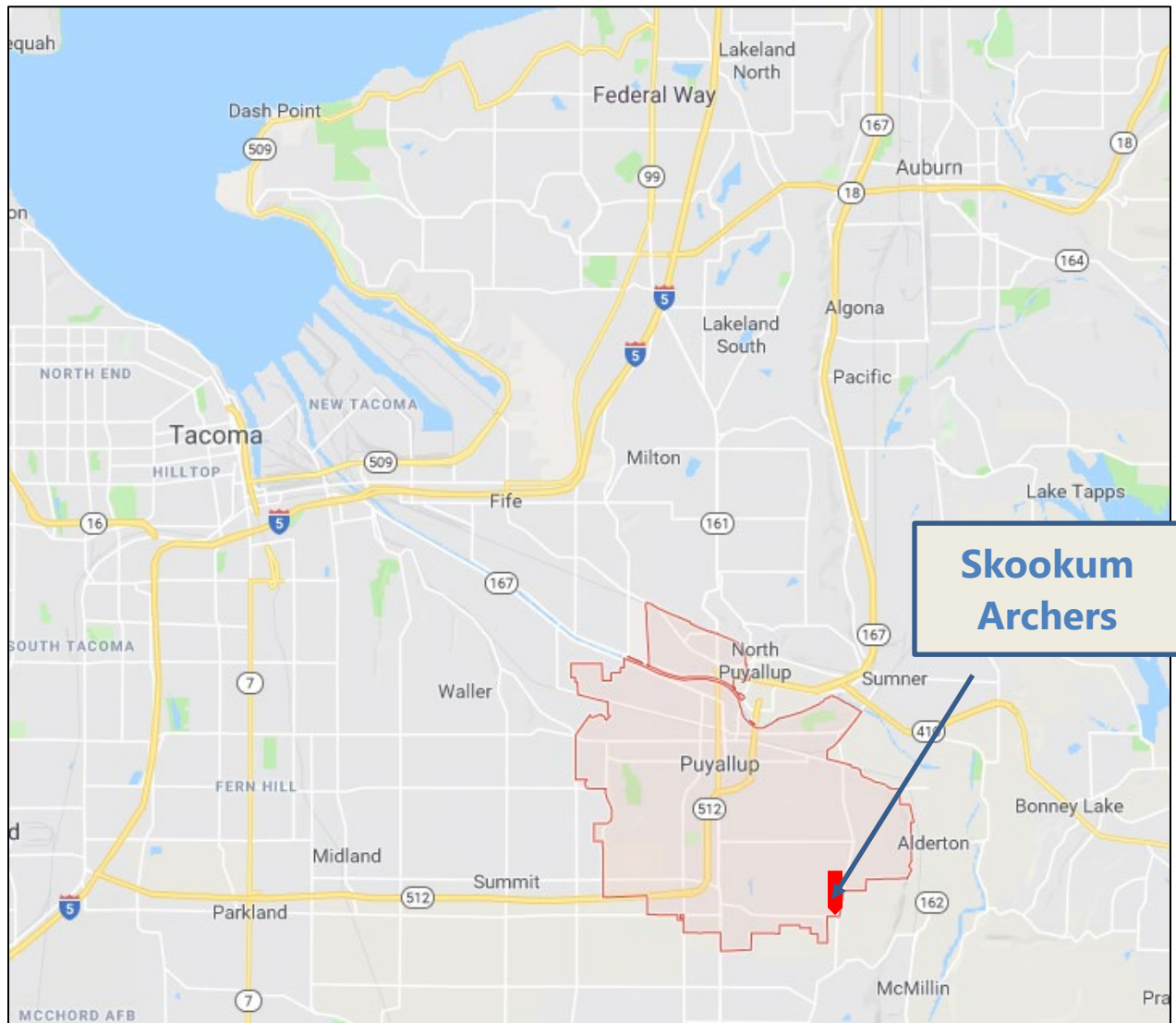
Next Steps

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

Attachments

Attachment A: Skookum Archers Location Map and Photos

Skookum Archers: Location Map and Photos



Aerial View of the Skookum Archers Property and Existing Facilities



Photos of the Existing Storage Buildings



Schematic/Representation of the Proposed Storage Building



Recreation and Conservation Funding Board Decision
Memo

Item **7C(b)**

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Cost Increase Request: Skookum Archers, ADA Access and Course Improvements, RCO #20-2420D

Prepared By: Ashly Arambul, Outdoor Grants Manager

Summary

Skookum Archers is asking the Recreation and Conservation Funding Board (board) for approval of a cost increase for the ADA Access and Course Improvements ([20-2420](#)) project, which will help offset unexpected increased cost due to additional mitigation requirements from Pierce County.

The requested cost increase exceeds ten percent of the total cost; therefore, policy requires board consideration of the request. Funding is currently available to fund this request should it be approved.

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: 2023-15 (Consent Agenda)

Purpose of Resolution: Approve the cost increase request.

Background

The Recreation and Conservation Funding Board (board) awarded Skookum Archers (Club) a \$121,500 Firearms and Archery Range Recreation (FARR) Program grant to construct an ADA compliant ramp with paved paths from the parking area to the archery flat range. In addition, walk-thru field course improvements include expanded pathways and new target stands. The Club is in Pierce County on the southeast side of Puyallup. See Attachment A.

Currently, access to the flat range is challenging and unsafe in wet weather conditions that create a slippery, muddy, grassed slope. Access improvements to the flat range will increase access for all users, specifically for individuals with limited mobility.

Project Status

Soon after the board approved the grant at their June 2021 meeting, the Club began pre-construction activities to ensure timely completion. The Club finalized their project design and submitted it to Pierce County for review. The County responded with additional requirements to allow for an emergency vehicle to have access to the archery flat range, field courses, and storage building. To accommodate emergency vehicle access, the Club had to redesign the proposed ADA ramp to meet standards for vehicle use.

The engineering is complete, and the County has approved the construction permit. Because of this unexpected requirement, the cost of installing the ramp has increased considerably in addition to the increased cost of the building materials. The Club explored other funding options and decided to request board approval of a cost increase. If the board approves the increase, the Club will start construction this year.

Discussion and Analysis

The cost increase request is for an additional \$28,500 in grant funds, with a fifty percent match of \$28,500 from the sponsor, to help cover the cost of redesigning and upgrading the ADA ramp to accommodate emergency vehicle access. While the original project cost was \$243,000, with fifty percent coming from the sponsor in match, the new cost is \$300,000. This cost increase is nineteen percent of the total project cost.

Cost Increase for Skookum Archers 20-2420

	Original Project Agreement	Cost Increase Request	Proposed Project Agreement
FARR Grant (50%)	\$121,500	\$28,500	\$150,000
Sponsor Match (50%)	\$121,500	\$28,500	\$150,000
Total Project Cost	\$243,000	\$57,000	\$300,000

Cost Increase Policy

The board's policy on cost increases is outlined in *Manual 4: Development Projects* on page thirty-six. Specifically, the policy states:

On occasion, the cost of completing a project exceeds the amount written into the agreement. Such overruns are the responsibility of the project sponsor. The

Recreation and Conservation Funding Board may consider a cost increase in some grant programs if funds are available, and the grant sponsor submits a written request. The director may approve requests for increases up to ten percent of the total project cost and the board may approve increases above ten percent.

To request an increase the project sponsor must submit a written request to RCO addressing the following:

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

A sponsor must obtain director or board approval for any significant change in project scope or design that results in a cost increase request. This approval must be granted before or simultaneously to the cost increase.

Analysis

There are enough uncommitted funds available in the FARR Account to cover the amount requested. This request exceeds ten percent of the project's initial approved grant amount, and therefore the request is presented for the board's consideration.

Alternatives Considered

The Club has considered three options:

- The Club's request for additional funds is their preferred alternative. This will allow them to move forward with construction of the ADA access ramp to the archery flat range.
- The Club considered removing scope items from the project. All scope elements were examined to determine if a less expensive version was available, or if there were elements that could be removed. While there are scope elements (such as the target stands) that could be removed, the Club is hoping to keep moving forward with the full scope of work since removing the target stands would compromise the user experience and delay a needed element.
- Lastly, the Club considered returning the grant funds they currently have and applying for a new grant in 2024. However, the Club relies heavily on volunteers to apply for grants and there is no guarantee that they would have a capable volunteer willing to commit the time and resources to the application process in two years, or that they would receive another grant. The Club is also concerned

about the increased cost for construction and worry that they may not have enough available funds to contribute to the project if they wait.

Conditions Causing the Overrun

The sponsor had little control over the conditions causing the overrun. Due to additional requirements from Pierce County and increased prices for construction materials and labor, the cost of this project has increased.

Elements in the Agreement

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

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 recommend approval of the cost increase as requested.

Next Steps

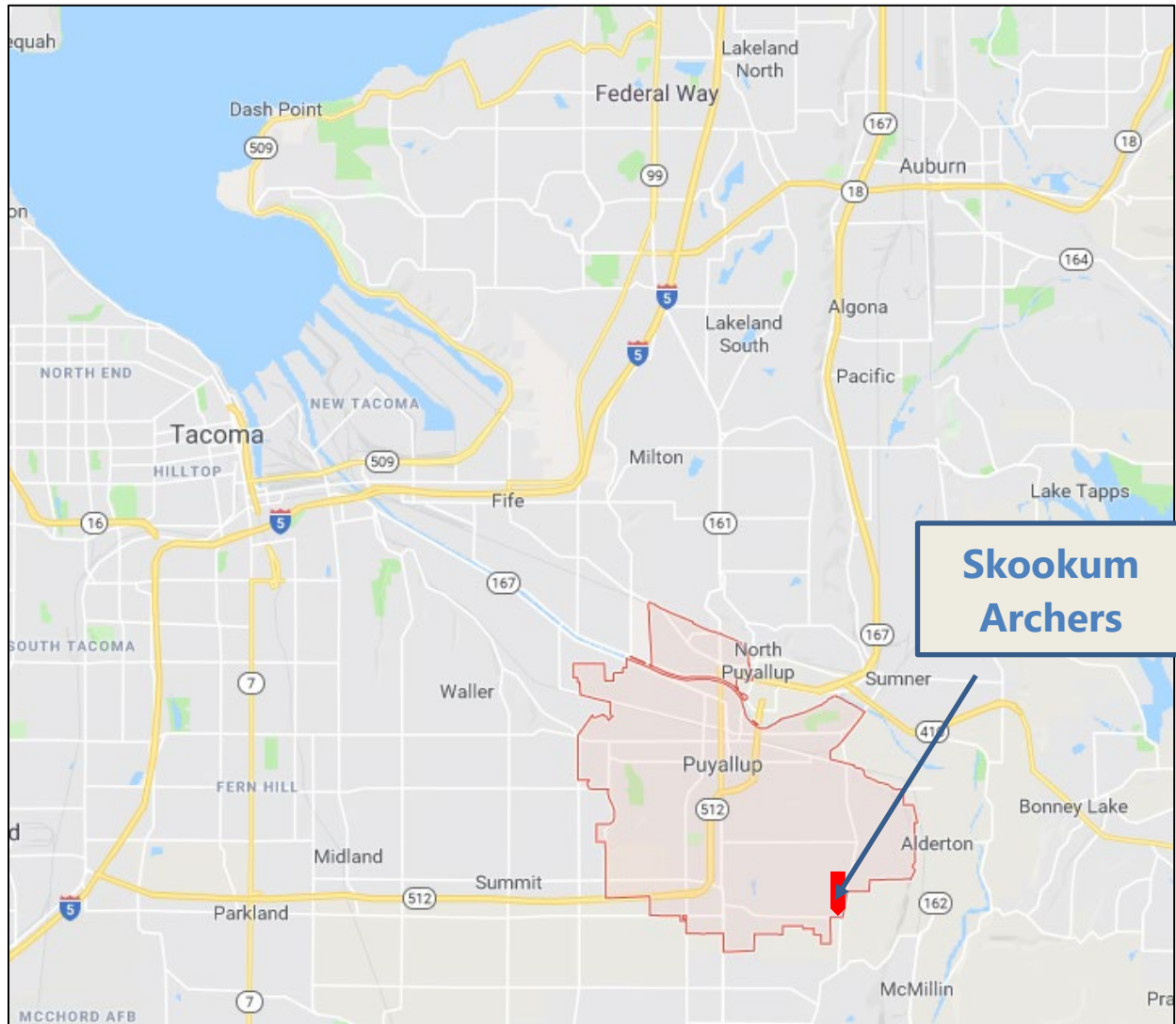
If the board approves the cost increase request, RCO staff will execute the necessary amendment to the grant agreement.

Attachments

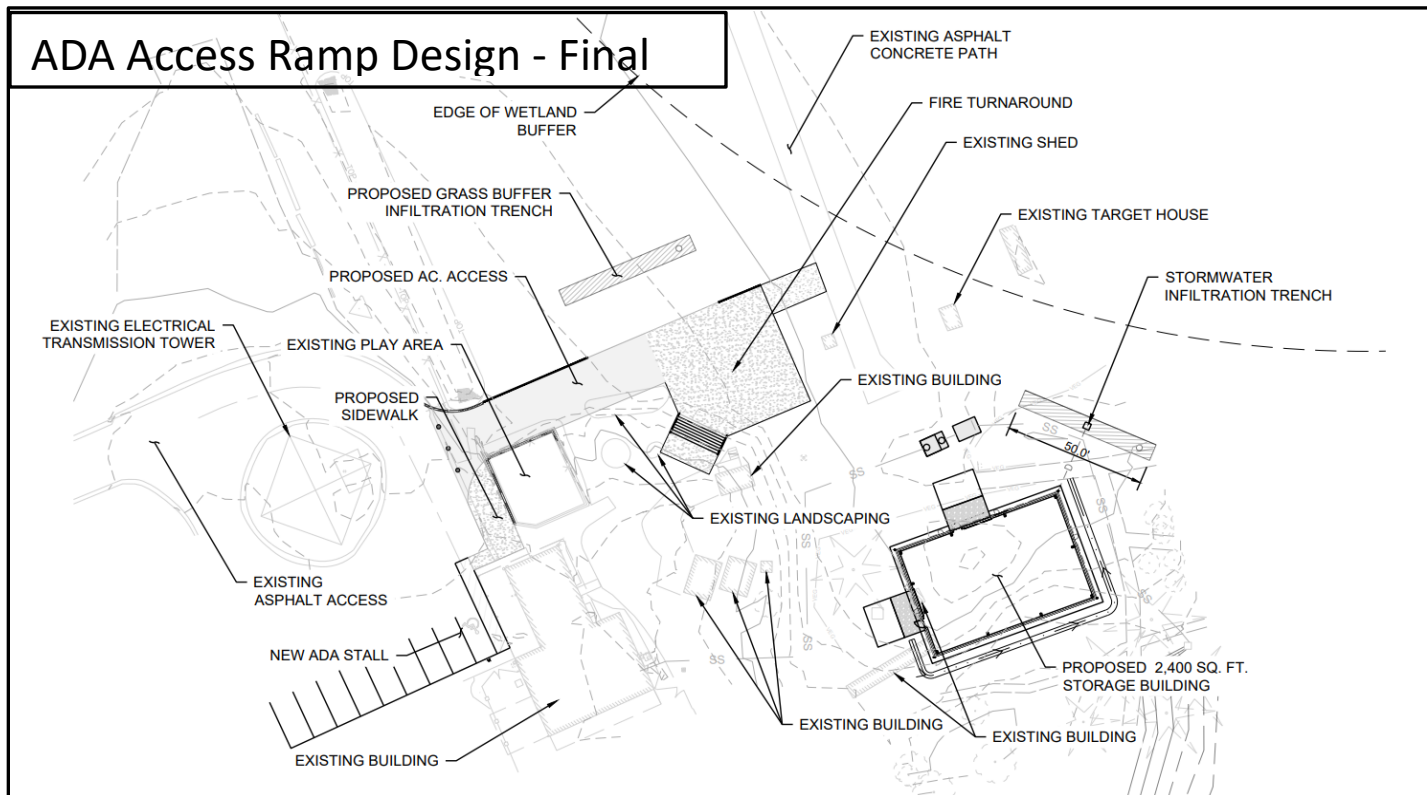
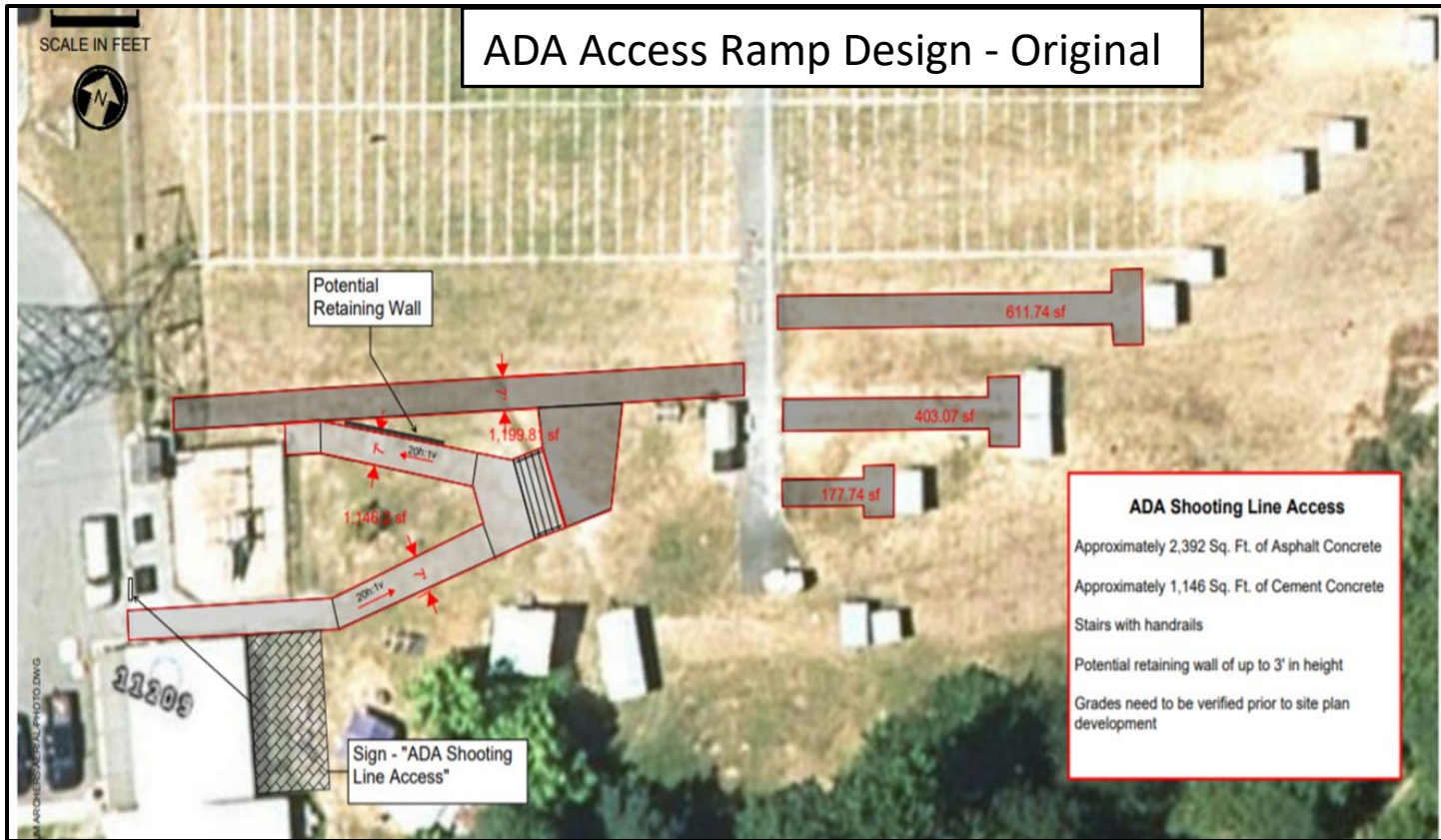
Attachment A: Skookum Archers Location Map and Photos

of Current Access to the Archery Flat Range, Original ADA ramp design, and final ADA ramp design to include emergency vehicle access.

Skookum Archers Location Map and Photos







Recreation and Conservation Funding Board
Resolution 2023-15
June 27-28, 2023 - Consent Agenda

BE IT RESOLVED, that the following June 27-28, 2023, Consent Agenda items are approved:

- A. Board Meeting Minutes
 - April 25, 2023
- B. Time Extensions:
 - City of Olympia, Grass Lake Nature Park Trail, 18-1243
 - City of Pasco, A Street Sports Complex Phase 1, 18-1360
 - City of Seattle, Arboretum Waterfront Trail, 16-1869
 - City of Seattle, South Leschi Moorage Plan, 16-2386
 - City of Seattle, Stan Sayres Boat Launch Plan, 16-2357
 - City of Wenatchee, Lincoln Park Soccer – Lacrosse, 18-1246
 - Port of Ilwaco, Boat Launch Area Renovation, 18-2373
- C. Cost Increases
 - a. Skookum Archers, Range Improvement, 18-2541
 - b. Skookum Archers, ADA Access and Course Improvements, 20-2420

Resolution moved by: Member Peter Herzog

Resolution seconded by: Member Trang Lam

Adopted/Defeated/Deferred (underline one)

Approved Date: June 28, 2023



Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Recreation and Conservation Office Report (Director's Report)

Prepared By: Megan Duffy, Marguerite Austin, Kyle Guzlas, Mark Jarasitis, Bart Lynch, and Susan Zemek

Summary

This memo summarizes...

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

Agency Updates

PRISM Has a New Contractor

Diane Rudeen, owner of Rudeen and Associates and creator of PRISM, will retire at the end of this year and has begun transitioning maintenance and development of PRISM and the Salmon Recovery Portal to a Virginia-based company. The Timmons Group has extensive knowledge in data systems and Geographic Information Systems (GIS).

The company has a full array of staff, including project managers, business analysts, application developers, and GIS specialists. The Recreation and Conservation Office (RCO) will work with the current developers to ensure continuity of business functions. RCO staff met with the Timmons Group in Olympia in early April. PRISM was first released in 1995.



Cultural Resources Staff Spread the Word

Cultural Resources staff attended two conferences this spring to talk about their work. The first was the 89th Annual Meeting of the Society for American Archaeology held in Portland, which is the largest gathering of archaeologists of the Americas and offers unparalleled networking and career-development opportunities. Attendees come from more than forty-five countries. The second was the seventy-sixth Annual Meeting of the Northwest Anthropology Conference held in Spokane. RCO hosted an information table where staff demonstrated how to use PRISM and other tools on the RCO website. Staff talked with hundreds of people ranging from tribes, consultants, students, and state, federal, and local agency staff.



International Trails Conference

Jesse Sims, RCO Grants Manager represented Washington State at the 25th International Trails Symposium and Training Institute in Reno, Nevada during the week of April 17-20. More than 900 attendees from twenty-one countries and forty-two states attended the sustainable trails conference hosted by American Trails and the Professional TrailBuilders Association. The conference brought together a diverse trail and outdoor recreation community to learn from each other, build relationships, and find solutions to the challenges of developing and elevating outdoor recreation opportunities for all.



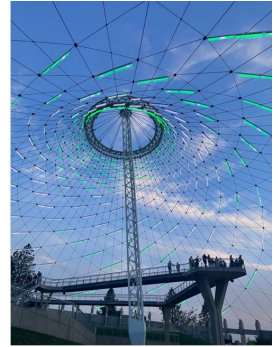
At the end of the conference, participants discussed the administration of the Recreational Trails Program, which gave leaders a chance to share concerns and tips for successful management of this federal grant program. Many of the attendees talked about how wonderful it is that Washington State has PRISM to assist with application intake, evaluations, and management of funded projects.



Washington Recreation and Park Association Conference

RCO staff Allison Dellwo, Henry Smith, Jesse Sims, Beth Auerbach, and Ben Donatelle attended the Annual Washington Recreation and Park Association (WRPA) Conference and Tradeshow in Spokane. Between May 16-19, hundreds gathered for sessions on equity, leadership, multigenerational design, park planning, outreach, and more. Allison joined several Washington Wildlife and Recreation Program advisory committee members for a special session on applying for RCO grants.

Ben, along with professors from Eastern Washington University and Western Carolina University, presented the results of the 2022 outdoor recreation survey. This survey is a major component of the State Comprehensive Outdoor Recreation Plan (SCORP). A key part of the discussion was about how SCORP is used to set funding priorities for board grant programs. The next WRPA conference will be in Vancouver in May 2024.



Outdoor Learning Grants

In late April, Beth Auerbach traveled to Whatcom County to meet with several Outdoor Learning Grants recipients and observe their projects in action. With Wild Whatcom, she attended a SEED (Student Environmental Education and Discovery) class with special education students at a Bellingham elementary school. The students learned how to identify a flower and walked near the school to look for flowers along a trail. Next, she attended the Snow to Sea Science Fair at Western Washington University where Nooksack Valley Middle School sixth graders presented their findings on snow algae and avalanche forecasting. Then in Lynden, she joined a group of fifth graders as they learn about native plants, salmon habitat, and water quality with the Nooksack Salmon Enhancement Association at a newly acquired park. The students and teachers were thrilled to visit this new park by their school and see salmon fry in the stream!



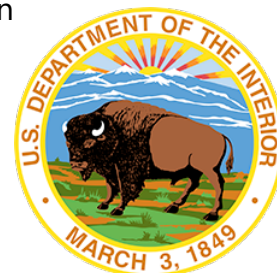
Exploring Organizational Design Questions

Evaluating RCO's organizational structure continues. Key themes that emerged from employee feedback during the Athena-led listening sessions—such as addressing workload, improving the employee-to-supervisor ratio, and building additional career advancement opportunities—are helping inform options for a future organizational structure. In April, section leads, and executive leaders discussed the strengths and limitations of several high-level organizational structure questions, including degree of responsiveness to employee feedback. The group met again in late May to build on the initial discussions. The goal of this phase is to brainstorm, explore, and narrow down the many pathways that could be taken. No decisions have been made around organizational structure and the Executive Team will be working to design an engagement plan with staff after options are narrowed.



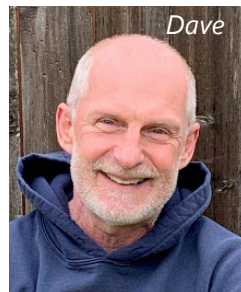
RCO Offers Federal Challenge Grants

RCO is accepting applications for the Land and Water Conservation Fund and the Readiness and Environmental Protection Integration Partnership Challenge Program. The Department of the Interior and the Department of Defense have set aside up to \$80 million as match for grants to buy and enhance lands for public outdoor recreation that are within the geographic scope of a military department. In Washington, those projects would be near Joint Base Lewis-McChord in Tacoma; some Navy bases at Indian Island, Coupeville, and Whidbey Island; and Spokane's Fairchild Air Force Base. Projects must both provide outdoor recreation opportunities and promote or support compatible land uses while avoiding incompatible development in or near a military installation or airspace. Projects also can maintain or enhance the climate resilience of a military installation. Applicants may request up to \$5 million and the application deadline is July 1.



Employees on the Move

Justin Bush, executive coordinator of the Washington Invasive Species Council, will leave RCO after seven years to take a job June 16 with the Department of Fish and Wildlife, where he will lead that agency's efforts to prevent and address aquatic invasive species.



Dave Caudill, salmon grants manager, will retire May 31 after nearly fifteen years with the agency and more than thirty-two years of service to Washington State.

Keith Dublanica, science coordinator with the Governor's Salmon Recovery Office, will retire June thirtieth³⁰ after more than eleven years with the agency.

John Foltz joined RCO June 1 as a salmon grants manger. His primary duty will be to run the Brian Abbott Fish Barrier Removal Board program.



Austin Johnson joined RCO as an information technology intern, working at the Puget Sound Partnership.



News from the Boards

The **Habitat and Recreation Lands Coordinating Group** will meet August 30.

The **Invasive Species Council** will meet June 15 to discuss the State's northern pike response plan and the European green crab emergency.

The **Salmon Recovery Funding Board** met in May and set funding allocations for the 2023 grant ground, regional and lead entity capacity, targeted investments, monitoring, and cost increases. The board also toured the Nisqually estuary restoration, Nisqually Indian Tribe's Kalama Creek Hatchery, Nisqually Community Forest, and restoration projects in Ohop Creek and the Nisqually River.



Grant Management Section

Director Awards Grants for Community Forests

The Nisqually Indian Tribe, Whatcom Land Trust, and Forterra are the recipients of nearly \$7.5 million to preserve 2,897 acres of forests in Pierce, Whatcom, and Grays Harbor counties. RCO's Director awarded the grants in May after the Governor signed the 2023-25 state capital budget. The [Community Forests Program](#) provides grants that give communities a way to preserve working forests. In addition to forest products, manufacturing jobs, and environmental services such as clean area and water, the revenue generated may be used for outdoor recreation, education, and other public services that benefit the community. The board reviewed these grant proposals and accepted public comment during the October 2022 meeting (see [Item 10](#)).

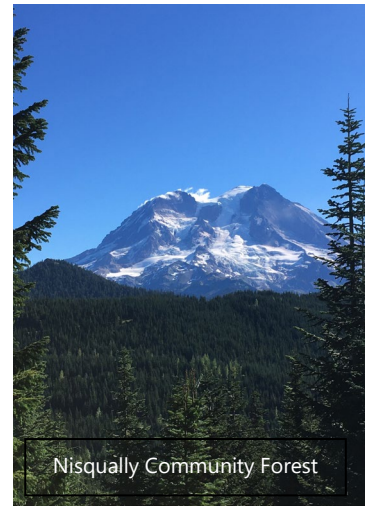


Table 1 shows the ranked list and grant awards. The project numbers link to Project Snapshot where you may access more information about each project.

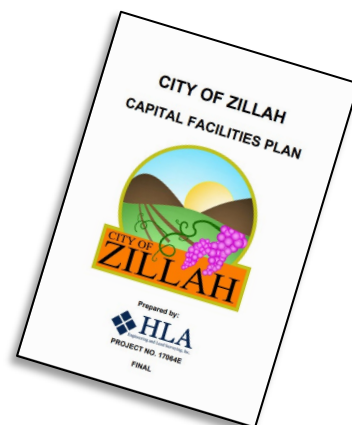
Table 1–Community Forests Program

Rank	Project Number and Type*	Project Sponsor	Project Name	Grant Request	Grant Award
1	22-1568A	Forterra	Montesano Community Forest	\$1,612,450	\$1,612,450
2	22-1535A	Nisqually Indian Tribe	Nisqually Community Forest	\$2,873,200	\$2,873,200
3	22-1301A	Whatcom Land Trust	Stewart Mountain Community Forest	\$3,000,000	\$3,000,000
3	22-1565A	Forterra	Hoquiam Community Forest	\$2,541,075	Alternate
5	22-1663A	Whidbey Camano Land Trust	Lagoon Point Community Forest	\$3,000,000	Alternate
			Total	\$13,026,725	\$7,485,650

*A=Acquisition

Grants Awarded for Planning

On May 25, RCO's Director approved grants to help thirty-two communities plan outdoor recreation facilities. A combined \$4.7 million in [Planning for Recreation Access](#) grants were awarded to thirty-four planning projects. Recipients will use these funds to develop comprehensive park plans master plans, alternatives assessments, and construction ready plans and specifications for developing parks. These plans are primarily for facilities in diverse urban communities and small rural communities. Ninety-nine applicants submitted proposals for this new grant program. The Director used the initial \$2.2 million to fund twenty-one projects. Recognizing the need for these funds, the Governor included, and the Legislature approved the additional funds as part of the 2023-25 state capital budget. The complete list of applications, grant awards and project descriptions are available on [RCO's Web site](#). At the end of each description, there is a link to Project Snapshot to access more information about the project.



Planning for Recreation Access Webinar

Ashly Arambul, Jesse Sims, and Mark Jarasitis hosted a Successful Applicant Webinar on May 9 for Planning for Recreation Access grant recipients. RCO's Director approved grants for twenty-one applicants who were the recipients of more than \$2.2 million for creation of comprehensive plans, master plans, and site-specific design plans for outdoor recreation sites and facilities.

The webinar included information about RCO's grant agreement, using PRISM, getting paid, submitting progress reports, and closing out a completed project. These staff members plan to conduct a similar webinar at the end of June for the thirty-three applicants just awarded grants. The new webinar will include a session with policy specialist, Nick Norton, who approves plans for applicants interested in establishing eligibility for board grants.



Project Administration

Staff administer outdoor recreation and habitat conservation projects as summarized in the table below. "Active" projects are under agreement and are in the implementation phase. "Director Approved" projects include 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 approved projects under agreement.

Program	Active Projects	Director Approved Projects	Total Funded Projects
Aquatic Lands Enhancement Account (ALEA)	20	0	20
Boating Facilities Program (BFP)	54	0	54
Boating Infrastructure Grant (BIG)	10	0	10
Community Forests Program (CFP)	5	3	8
Firearms and Archery Range Recreation (FARR)	7	0	7
Land and Water Conservation Fund (LWCF)	24	4	28
No Child Left Inside (NCLI)	62	92	154
Nonhighway and Off-road Vehicle Activities (NOVA)	78	0	78
Outdoor Learning Grants (OLG)	17	0	17
Planning for Recreation Access (PRA)	4	51	55
Recreation & Conservation Office Recreation Grants (RRG)	5	1	6
Recreational Trails Program (RTP)	35	1	36
Washington Wildlife and Recreation Program (WWRP)	213	3	216
Youth Athletic Facilities (YAF)	35	3	38
Total	569	158	727

Viewing Closed Projects

Attachment A lists projects that closed between April 1 and May 31, 2023. The team closed twenty-one projects! Click on the project number to view the project description, grant funds awarded, photos, maps, reports, etc.

Grant Services Section

No Child Left Inside

The Washington State Parks Director announced the [2023-25 No Child Left Inside Grant awards](#). This application cycle set a record in terms of number of applications, total amount requested, and the final budget amount allocated by the legislature and the Governor. 174 applications were submitted totaling \$12.3 million, while \$7 million was approved in the budget. A total of ninety-two projects (52 percent) will receive a NCLI grant at the start of the new biennium. This will serve approximately 50,000 youth across the state providing 1.8 million hours of outdoor experiences. More than eighty-three percent of the youth served by these grants are eligible for free and reduced priced school meals and sixty-nine percent are youth of color. Project sponsors will have from July 1, 2023, to June 30, 2025, to conduct their programing. For more information on this grant program visit the [No Child Left Inside webpage](#).



Figure 1: Mentoring Urban Students and Teens (#22-2155)

Outdoor Learning Grants

This partnership grant program with the Office of the Superintendent of Public Instruction opened for applications May 16. RCO staff hosted an application workshop that had more than 130 attendees and over 200 potential applicants registered for the event. Applications are due July 15 and grants will be awarded by mid-September. For more information on this grant program, visit the [Outdoor Learning Grant website](#).

Advisory Committee Charters

Staff is working on updating the Advisory Committee charters prior to recruitment for new committee members in Fall 2023. Most of the charters are over ten years old, having been adopted by the former RCO Director in 2011. This task is called out in equity review of RCO grant programs that was completed in June 2022, specifically to:

- *"Implement strategies that help improve social, geographic and sectoral representation within advisory committees"*
- *"Develop a recruitment strategy to improve representation within advisory committees"*

Language will be updated throughout the charters including reference to the stipend policy that was implemented in advance of the 2022 grant cycle. Staff are analyzing committee composition structures and term limits for each committee and plan to make a recommendation to director later this summer. Staff are also in the process of updating the conflict-of-interest policy for committee members and developing a grant reviewer bias awareness training that will be part of the onboarding process for new committee members.

Fiscal Report

For July 1, 2021-June 30, 2023, actuals through May 15, 2023 (Fiscal Month 22). Percentage of biennium reported: 91.6 percent. The "Budget" column shows the state appropriations and any received federal awards.

Grant Program	BUDGET	COMMITTED		TO BE COMMITTED		EXPENDITURES	
	Includes Re-appropriations 2021-2023	Dollars	% of Budget	Dollars	% of Budget	Dollars	% Expended of Committed
Grant Programs							
ALEA	\$19,570,000	\$17,130,710	88%	\$2,439,290	12%	\$5,975,737	35%
BFP	\$35,395,000	\$31,529,481	89%	\$3,865,519	11%	\$10,464,606	33%
BIG	\$4,894,722	\$4,894,722	100%	\$0	0%	\$2,226,831	45%
FARR	\$1,742,000	\$1,125,804	65%	\$616,196	35%	\$592,821	53%
LWCF	\$11,856,396	\$11,856,396	100%	\$0	0%	\$5,051,196	43%
NOVA	\$19,270,000	\$17,331,532	90%	\$1,938,468	10%	\$6,375,277	37%
RTP	\$8,599,187	\$6,349,156	74%	\$2,250,030	26%	\$3,216,100	51%
WWRP	\$208,928,000	\$185,063,482	89%	\$23,864,518	11%	\$47,401,774	26%
RRG	\$5,991,000	\$5,192,954	87%	\$798,046	13%	\$2,923,134	56%
YAF	\$21,422,000	\$18,465,216	86%	\$2,956,784	14%	\$7,457,082	40%
Subtotal	\$337,668,305	\$298,939,453	89%	\$38,728,851	11%	\$91,684,558	31%
Administration							
General Operating Funds	\$9,804,831	\$9,804,831	100%	\$0	0%	\$8,583,247	88%
Grand Total	\$347,473,136	\$308,744,284	89%	\$38,728,851	11%	\$100,267,805	32%

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, 2021-June 30, 2023, actuals through March 31, 2023 (Fiscal Month 21).

Percentage of biennium reported: 87.5 percent

Program	Biennial Forecast		Collections
	Estimate	Actual	% of Estimate
Boating Facilities Program (BFP)	\$18,568,790	\$16,104,586	86.7%
Nonhighway, Off-Road Vehicle Program (NOVA)	\$13,922,489	\$11,807,971	84.8%
Firearms and Archery Range Rec Program (FARR)	\$678,854	\$601,292	88.6%
Total	\$33,170,133	\$28,513,849	86.0%

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.
- FARR revenue is from \$2.16 of each concealed pistol license fee.
- These figures reflect the most recent revenue forecast in March 2023. The next forecast will be in June 2023.

WWRP Expenditure Rate by Organization (1990-Current)

Agency	Committed	Expenditures	% Expended
Local Agencies	\$354,594,770	\$322,171,850	91%
Department of Fish and Wildlife	\$233,566,700	\$209,192,424	90%
Department of Natural Resources	\$197,196,585	\$158,932,240	81%
State Parks and Recreation Commission	\$166,907,882	\$143,512,555	86%
Nonprofits	\$52,426,995	\$37,753,548	72%
Conservation Commission	\$5,452,924	\$2,984,387	55%
Tribes	\$2,807,431	\$1,742,117	62%
Other			
Special Projects	\$735,011	\$735,011	100%
Total	\$1,013,688,298	\$877,024,132	87%

Performance Measures for Fiscal Year 2023

The following performance data are for recreation and conservation projects in fiscal year 2023 (July 1, 2022 – June 30, 2023). Data current as of May 24, 2023.

Recreation and Conservation Funding Board Performance Measures

Measure	Target	Fiscal Year-to-Date	Status	Notes
Grant agreements mailed within 120 days of funding	90%	81%	●	21 of 26 agreements have been mailed on time this fiscal year.
Grants under agreement within 180 days of funding	95%	86%	●	25 of 29 projects were under agreement within 180 days.
Progress reports responded to within 15 days	90%	93%	●	RCFB staff received 759 progress reports and responded to them in an average of 7 days.
Projects closed within 150 days of funding end date	85%	74%	●	71 of 96 projects have closed on time.
Projects in Backlog	5	25	●	There are 25 RCFB projects in the backlog needing to be closed out.
Compliance inspections done	125	21	●	13 inspections have inspected 21 worksites.

Attachments

Attachment A: Table of Closed Projects from April 1 – May 31, 2023

Attachment B: No Child Left Inside Preliminary Ranked List of Projects, 2023-25

Projects Completed and Closed from April 1, 2023, to May 31, 2023

Project Number	Sponsor	Project Name	Program	Closed On
16-1764C	Lewis County Public Works	Cowlitz River Public Access Point	Aquatic Lands Enhancement Account	4/24/2023
18-1535D	Kenmore	Tl' awh-ah-dees Park	Aquatic Lands Enhancement Account	5/26/2023
18-2515D	Department of Fish and Wildlife	Lind Coulee Redevelopment	Boating Facilities Program: State	4/03/2023
18-2422D	Department of Fish and Wildlife	Region 6 Boating Access Site Improvements	Boating Facilities Program: State	4/12/2023
20-2446A	Nisqually Indian Tribe	Nisqually Community Forest Phase 2	Community Forests Program	4/5/2023
20-2284E	Burien	Burien Outdoor Explorers Program	No Child Left Inside Tier 2	4/10/2023
18-2487E	U. S. Forest Service, Okanogan-Wenatchee National Forest, Wenatchee River Ranger District	Wenatchee River Ranger District Climbing Education 2020-2021	Nonhighway and Off-road Vehicle Activities: Education and Enforcement	5/31/2023
18-2448P	Chelan County Natural Resources Department	East Fork Mission Creek Trail Reroute Planning	Nonhighway and Off-road Vehicle Activities: Off-Road Vehicle	5/01/2023
18-2467D	Department of Natural Resources	Capitol Forest Off-Road Vehicle Trail Development	Nonhighway and Off-road Vehicle Activities: Off-Road Vehicle	4/14/2023
19-1793O	Washington State Trails Coalition	Washington State Trails Support	Operating Contracts	5/24/2023

Project Number	Sponsor	Project Name	Program	Closed On
19-1542A	Whatcom County	Bishop Agricultural Conservation Easement	WWRP Farmland Preservation	5/18/2023
18-1609D	Skagit County Parks and Recreation	Northern State Recreation Area Trailhead and Park	WWRP Local Parks	5/05/2023
16-1418A	Department of Natural Resources	Kennedy Creek p-Natural Resources Conservation Area Riparian 2016	WWRP Riparian Protection	4/05/2023
18-1724D	Department of Fish and Wildlife	Blue Lake (Wannacut) Access Development	WWRP State Lands Development	4/26/2023
18-2058D	Department of Fish and Wildlife	Liberty Lake Public Access Renovation	WWRP State Lands Development	4/11/2023
18-1949D	Department of Natural Resources	McKenny Camp and Trailhead Renovation and Expansion	WWRP State Lands Development	4/14/2023
16-1674R	Department of Natural Resources	Trout Lake Meadow Restoration Phase 3	WWRP State Lands Restoration	4/11/2023
18-2075D	Gig Harbor	Gig Harbor Sports Complex Phase 1	Youth Athletic Facilities: Large	5/30/2023
18-1880D	Leavenworth Winter Sports Club	Ski Hill Youth Facility Improvements	Youth Athletic Facilities: Large	5/05/2023
20-1560D	Peninsula Metropolitan Park District	Sehmel Homestead Park Turf Replacement	Youth Athletic Facilities: Large	4/25/2023

Project Number	Sponsor	Project Name	Program	Closed On
20-1303D	Seattle	West Queen Anne Playfield Lighting Renovation	Youth Athletic Facilities: Large	5/25/2023

WWRP = Washington Wildlife and Recreation Program



Recreation and Conservation Funding Board Briefing Memo

Meeting Date: June 27-28, 2023

Title: Grant Criteria Changes

Prepared By: Leah Dobey and Ben Donatelle, Natural Resources Policy Specialists

Summary

This memo provides an overview of the conceptual framework for changes to grant evaluation criteria in the Aquatic Lands Enhancement Account, Land and Water Conservation Fund, Washington Wildlife and Recreation Program's Local Parks, Trails, and Water Access categories, and the Youth Athletic Facilities programs.

Board Action Requested

This item will be a:

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

Background

The Recreation and Conservation Office (RCO) recently completed several studies and reports that identify actions the Recreation Conservation Funding Board (board) and agency can take to advance grant programs and recreation access in Washington. These reports include the [Physical Activity Task Force \(PATF\) Report](#), which identifies gaps in youth physical activity and opportunities to address them; the Prevention Institute's [Equitable Grantmaking: A Comprehensive Review of Washington State Recreation and Conservation Office Grant Programs \(Equity Review\)](#); and the [2023 Washington Recreation and Conservation Plan \(SCORP\)](#).

In April, RCO staff presented an overview of five evaluation criteria: Project Need, Need Fulfillment/Project Scope/Project Design; Public Support; Expansion/Renovation; and Immediacy of Threat, which are commonly used across six grant programs (Aquatic Lands Enhancement Account (ALEA), Land and Water Conservation Fund (LWCF), Washington Wildlife and Recreation Program (WWRP) – Local Parks, Trails, and Water Access and Youth Athletic Facilities Program (YAF)). Staff proposed a process for revising these five criteria as a first step towards advancing recommendations discussed in the above reports. This memo provides a more detailed conceptual framework for the

proposed changes in each criterion and their anticipated outcomes. [The existing criteria for these programs are found in the corresponding grant manuals.](#)

Note: since presenting this item in April, staff have removed the Immediacy of Threat criterion from consideration because it is a statutory requirement for WWRP projects.

This project is considering the best path forward for:

- Aligning grant project selection criteria with the recently adopted priorities in the *2023 Recreation and Conservation Plan (SCORP)*.
- Implementing criteria-related recommendations from the Equity Review and SCORP that will help RCO better fulfill its mission to improve Washington's best outdoor recreation resources.
- Reducing gaps in access to outdoor spaces that support community needs.

Staff request the board's input on the concepts for criteria changes presented in this memo. Staff will work with a technical work group on criteria edits and bring changes back for board consideration in October.

Need, Public Need

Currently, the Need criterion introduces the project to the evaluation team and characterizes why the project is a priority for the community. It requires project proponents to address a multipart question and include a snapshot of selected demographic and socioeconomic factors for the project location using RCO's "[Application Data Tool](#)". The criterion is evaluated on a one to five point scale (scored using whole numbers only) and each evaluator's score is multiplied by three.

Challenges

Due to the multifaceted nature of the criterion, some applicants are unclear of the expectations for how to answer the questions and how much time to devote to each part of the criterion. Packing many questions into a single criterion asks project proponents to include many types of information into one answer.

Evaluators weigh the different questions within the criterion according to their own values. The information included from the Application Data Tool provides a snapshot of race/ethnicity, income, disability, and health, but is not specific in how to use that information to inform the score.

The questions lead project proponents to justify need based on participation numbers, which are more easily attainable for certain recreation types (for example, athletics),

which could cause inherent bias toward projects that can more easily quantify participant use.

Potential changes

- Reconsider the criterion's relative weight and scoring method. Currently the Need criterion is worth 15 points, accounting for 18-30 percent of the total score, depending on the program.
- Provide clear direction on establishing and characterizing the project's need.
- Split criteria components into objective and subjective parts.
- Integrate objective metrics from the Application Data Tool into staff scored criteria.
 - These metrics could be related to many factors, including park access, income, race, disability, health, etc.

Need Satisfaction, Project Scope, Project Design, Suitability

This set of criteria takes different forms depending on the program and project type. Nonetheless, the goal of these criteria is to understand the proposed on-the-ground outcomes of the project and how those outcomes will satisfy the previously identified need. The criteria are evaluated on a one to five point scale (scored using whole numbers only) and each evaluator's score is multiplied. The multiplier value varies depending on the program and project type.

Challenges

The multifaceted set of criteria requires a large amount of critical information in a limited space.

The criteria questions show up in different places in different programs, which could create confusion for applicants with projects in multiple programs.

The questions focus on technical details of the project's design, which may vary based on local context and knowledge.

Potential changes

- Reward projects with local input as part of design.
- Create consistency in how need satisfaction/design elements are scored across programs.
- Reconsider approach to scoring of technical criteria.

Project Support, Community Support

The Project Support criterion is meant to identify how the applicant engaged with the community regarding the project and the extent of the community's support for the project. The questions within this criterion focus on examples of demonstrating project support that rely on quantitative measures (letters of support, voter approved initiatives, number of and attendance at public meetings, etc.). The criterion is evaluated on a one to five point scale (scored using whole numbers only) and each evaluator's score is multiplied by two, except in the LWCF program.

Challenges

Project support criteria relies heavily on a narrow set of traditional engagement methods that are typically easier to evaluate.

The questions do not focus on the community's experience with the engagement practices or how the project design was shaped by the local community input.

Potential changes

- Reconsider the criterion's relative weight.
- Reward varied methods for informing public and gaining input.
- Reward support in the context of the local community.
- Consider engagement of demographic/socioeconomic groups described in service area.
- NOTE: Care must be taken to balance requested information with the burden of extensive engagement processes.

Expansion/Renovation

This criterion gives a scoring preference to projects that expand or renovate existing park or green space. The 2008 SCORP prioritized funding sites with existing recreation facilities, which at the time was a consequence of limited funding during the onset of the "Great Recession" in 2007.

Challenges

The 2022 Equity Review found that, "RCO Grants skew markedly toward places with pre-existing park and conservation lands." This criterion directly awards a scoring preference to communities with existing parks and green spaces.

Potential Changes

Consider eliminating this criterion. This is not a priority consideration required by statute in any of the programs under review and was implemented as an outcome of a past and expired SCORP.

Other General Changes

- Provide consistency across grant programs to help alleviate time spent on developing project proposals. (Equity Review pg. 14)
- Assess the relative weight of the common criteria across all programs.
- Take advantage of a full range of numbers in a scoring scale (i.e., eliminate multipliers).
- Expand upon and integrate objective metrics from the Application Data Tool into staff scored criteria like those used by the Planning for Recreation Access program.
- Revise language that references past SCORP plans to align with the *2023 Washington State Recreation and Conservation Plan*.

Next steps

Staff have recruited a technical work group of approximately twenty people who will provide specific input on potential changes. The workgroup consists of members of each affected grant program's advisory/evaluation committee, applicants to the Planning for Recreational Access grant program, and RCO staff.

Staff will post the proposed changes for public review and comment in late summer. Staff will then review comments and revise proposed criteria changes prior to the board's October meeting.

Staff will review the final recommended criteria changes with the board in October. The board will have the opportunity to adopt the proposed changes.

Following adoption, staff will implement changes in preparation for the spring 2024 grant round. This work will include revising grant manuals in November and December, conducting outreach to inform potential applicants of evaluation criteria changes from November 2023 through January 2024, and making necessary changes in PRISM by February 2024.

Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Youth Athletic Facilities Program Changes

Prepared By: Ben Donatelle, Policy Specialist and Brock Milliern, Policy and Legislative Director

Summary

This memo provides four distinct areas where the Youth Athletic Facilities program could be updated to improve function for project sponsors.

Board Action Requested

This item will be a:

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

Background

The Youth Athletic Facilities (YAF) grant program provides money to purchase land and develop or renovate outdoor athletic facilities serving youth. The program priority is to enhance facilities that serve people through the age of eighteen who participate in sports and athletics.

At the April 2023 Recreation and Conservation Funding Board (board) meeting, staff provided history on the YAF program, and research and programmatic questions for the board to consider, including:

- How do we incentivize applications for athletics projects to come through YAF? How do we reduce the number of projects with athletics in Washington Wildlife and Recreation Program (WWRP) Local Parks?
- What are the current costs of developing an athletic facility and how do we accommodate escalating costs?
- What policy/grant limit/evaluation criteria changes should be made in YAF and WWRP Local Parks to better distinguish the two programs?
- What is the board's strategic target for this program?
- How does this program contribute to the board's equity goals?

- How does this program advance the new Statewide Comprehensive Outdoor Recreation Plan (SCORP) goals?
- Should there be different categories for projects with significant scope differences?
- Should there be different categories and grant limits for high and low resourced communities?

After further discussion and research, staff have narrowed the suggested policy changes down to four specific areas which are outlined below.

Policy Questions and Proposals

The following are four distinct policy proposals for the board to consider:

1. Allowing acquisition only projects
2. Increasing grant limits
3. Adding a sliding scale grant limit for communities eligible for match reduction
4. Limiting ability to match YAF and Washington Wildlife and Recreation Program projects

Acquisition Projects

Currently the YAF program does not allow for acquisition only projects; it allows for development only or combination acquisition and development. To reach communities that lack sufficient youth athletic facilities and address the rising costs of real estate and building athletic fields, which may require communities to phase projects, staff recommend adding “acquisition only” projects to the YAF program.

This recommendation addresses the following questions:

1. How do we incentivize applications for athletic projects to come through YAF?
2. How does the program advance Statewide Comprehensive Outdoor Recreation Plan (SCORP)?
3. How does this program advance the boards equity goals?

Increase Grant Limits

The current limit for small YAF projects is \$75,000 and \$350,000 for large projects. Those limits were set in 2017, while the cost of installing new facilities has increased in the intervening years. Staff recommend exploring new grant limits to help sponsors keep up with rising costs. New possible limits could fall within the following ranges:

Small projects: \$150,000-\$350,000

Note: The small project category is currently only available to cities and towns with a population under 10,000 and counties under 60,000 residents. Staff are not recommending changes to this policy.

Large projects: \$750,000-\$1.5 million

Sliding Scale Grant Limits

Staff also propose a sliding scale approach to grant limits for small and/or under-resourced communities. Athletic facility building costs are relatively similar regardless of a community's size or available resources. Communities with a smaller tax base and fewer local resources often experience greater difficulties fully funding planning, acquisition, and construction costs to build adequate facilities.

Similarly, even though board policy allows for a reduction in match for under-resourced communities, the grant award limit remains the same. Consequently, the total project funding available for communities that receive a reduced match can be significantly less. Therefore, communities eligible for a reduced match need a larger grant limit to have an equal opportunity to develop the facilities they need. Sliding scale grant limit concept

With a sliding scale award, the grant limit would fluctuate based on the applicant's match reduction eligibility. Instead of a static limit, the grant award and match contribution would be capped based on the total project cost (award plus required match) up to, for example, \$3 million. The grant award limit would increase as the proportion of an applicants' match obligation decreases.

For example, a standard grant requires the applicant to contribute fifty percent of the total project cost as match. In the example of a \$3 million project, the grant limit is \$1.5 million and the required match is equally \$1.5 million. Under a sliding scale award system, if an applicant was eligible for a reduced match contribution of twenty-five percent, the grant limit would increase to a maximum of \$2.25 million. With a \$2.25 million award, the applicant's match obligation is \$750,000 and the total project cost remains \$3 million.

This recommendation addresses the following questions:

1. How do we incentivize applications for athletics projects to come through YAF?
2. What are the current costs of developing an athletic facility?
3. How does this program contribute to the board's equity goals?
4. How does this program advance the new SCORP?
5. Should there be different categories for different projects?
6. Should there be different categories and grant limits for high and low-resourced communities?

Matching YAF and Washington Wildlife and Recreation Program (WWRP)

With grant limits at \$350,000 and rising costs of field projects or large complexes, it is common for applicants to match YAF grants with WWRP Local Parks. Unfortunately, WWRP Local Parks is the most over-subscribed grant program at RCO. Raising YAF grant limits should encourage more athletic facilities projects to go through YAF. However, staff suggest exploring options to limit matching a YAF grant to a WWRP Local Parks grant in the same grant cycle.

For communities eligible for a reduced match, they would continue to be allowed to match YAF and WWRP Local Parks grants.

However, it is not enough to just reduce match. Communities still need access to the full amount of funds for developing an athletic facility and complimentary park elements. Allowing those communities to match with a WWRP Local Parks grant provides them up to an additional \$500,000.

This recommendation addresses the following questions:

1. How do we incentivize applications for athletics projects to come through YAF?
2. What are the current costs of developing an athletic facility?
3. How does this program contribute to the board's equity goals?
4. How does this program advance the new SCORP?
5. Should there be different grant limits for high and low-resourced communities?

Next Steps

RCO staff will take board direction and solicit public comment on specific policy changes. These recommendations and summary of public comment will be presented for a decision at the October board meeting.

Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Compliance Corrective Action Policy Proposal

Prepared By: Myra Barker, Compliance Unit Manager

Summary

The purpose of the proposed policy is to address a period of non-compliance by providing an option for a sponsor to remove the inconsistent or ineligible use and return the project area to full compliance.

Staff will ask for Recreation and Conservation Funding Board members comments on the proposed Corrective Action policy in preparation for seeking public comment.

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 Recreation and Conservation Funding Board's (board) compliance policies are applied when an inconsistent use or action is planned or found on a project area. An inconsistent use or action may include a non-public or private use, a use unrelated to or that conflicts with public outdoor recreation or habitat protection, or a use or structure that would not be eligible for funding.

An inconsistent use may be discovered by the Recreation and Conservation Office (RCO) during a compliance inspection or by sponsor/public reporting.

Allowable use, exceptions to conversion, and conversion are the board's current compliance policies that apply to inconsistent uses or actions. These policies address a variety of permanent and temporary¹ uses.

An inconsistent use or action that does not fall within the allowable use or exceptions to conversion policy is deemed a conversion. A conversion requires prior approval and replacement land or facilities or both.

Policy Proposal

Staff are proposing a Corrective Action² policy to address a period of non-compliance. The policy would provide flexibility and the option for a sponsor to resolve an identified compliance issue and return the project area to its intended purpose and function.

The proposed policy is:

A sponsor and the Recreation and Conservation Office may mutually agree on a corrective action plan to address a period of non-compliance due to an unresolved compliance issue. The corrective action plan identifies the required actions, steps, and a specific timeframe for completion. Failure to complete the corrective action to resolve the compliance issue will result in conversion. The Director may approve an extension.

Expected Outcome/Results

The proposed policy could be applied to over fifty unaddressed compliance issues. Those issues include project areas with encroachments, closed or unavailable for public use sites, sites that remain undeveloped for public use, and ineligible structures that remain or have been constructed within the grant boundary.

The corrective action may include removing an encroachment, opening or re-opening the project area to the public, removing an ineligible structure, or ending an ineligible and unallowable use.

Rationale

¹A temporary non-conforming use or closure is limited to a two-year period under the Exceptions to Conversion policy.

²The Corrective Action policy would not apply to federally funded projects.

The proposed policy would provide an opportunity for a sponsor to return a site to full compliance when there has been a period of non-compliance, to avoid conversion.

Not all compliance issues can be reversed or corrected. Some would require approval through the board's conversion process. RCO retains the ability to determine if a use or action will or has created a conversion and requires replacement.

Next Steps

Staff will incorporate comments from the board on the proposed policy and distribute for public comment. Public comments will be considered and staff will bring the final policy proposal for board decision at a future meeting.

Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Bellingham Frank Geri Field #4, RCO #96-1178D
Non-Conforming Use Update

Prepared By: Myra Barker, Compliance Unit Manager

Summary

At the October 2022 meeting, the Recreation and Conservation Funding Board approved an extension of the non-conforming use of the Bellingham Frank Geri Field 4's parking area to June 30, 2024. Recreation and Conservation Office staff will provide an update as requested by the 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

Non-Conforming Use Policy

The Recreation and Conservation Funding Board (board) Exceptions to Conversion policy includes an exception for a non-permanent non-conforming use. The policy states:

A non-permanent, non-conforming use or temporary closure that will have minimum impact to the project area (or portion of) that will last 180 days or less does not require RCO review. A non-permanent, non-conforming use or temporary closure that exceeds 180 days and will last no more than 2 years must be reviewed by RCO and may be approved by the director. The project area impacted must be restored¹ in a specified period of time following the use. The board may approve an extension of the non-permanent, non-conforming use or temporary closure.

¹ The portion of the project area impacted by the action is returned to its original (or better) surface condition.

Bellingham Frank Geri Field 4 Non-Conforming Use

Frank Geri Field 4 was developed with a grant from the Washington Wildlife and Recreation Program, Local Parks category. Development included the ballfield, lighting and parking.

The City of Bellingham (City) permitted the installation of temporary housing units at the parking area for Field 4 beginning on December 20, 2020. The two-year limit for a non-conforming use was set to end on December 20, 2022.

At the board's October 2022 meeting, the City requested an extension. The board approved an extension through June 30, 2024.

Details of the non-conforming use may be found described in [Item 18](#) of the board's October 2022 meeting materials.

Update

The City is considering site options for relocating the temporary housing units, including undeveloped park land unfunded by RCO or the board. City staff from various departments have been assigned roles and tasks for planning and implementation.

The City has issued a Request for Qualifications (RFQ) for the site planning, design, permitting and related services for the development of one or more Tiny House sites, which will include the final location for relocating the use from the Field 4 parking area.

Next Steps

Staff will provide any new information that becomes available at the June meeting.



APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Cost Increases

Prepared By: Brock Milliern, Policy and Legislative Director

Summary

This memo summarizes options for cost increase policies for the Washington Wildlife and Recreation Program—Habitat Conservation and Outdoor Recreation accounts. Project sponsors in Washington State experienced significant increases in costs for land, labor, materials, and equipment for capital improvement projects over the last two years due to the economic pressures brought on by COVID. This substantially impacted Recreation and Conservation Funding Board (board) approved projects where budgets are set years before project implementation.

Board Action Requested

This item will be a: ☒ Request for Decision
☐ Request for Direction
☐ Briefing

Resolution: 2023-16

Purpose of Resolution: To adopt cost increase policies for the Washington Wildlife and Recreation Program: Habitat Conservation and Outdoor Recreation Accounts.

Background

At the October 2022, January 2023 and April 2023, Recreation and Conservation Funding Board (board) meetings, Recreation and Conservation Office (RCO) staff briefed the board on the issue of rising costs for construction projects, current board cost increase policies, and options for the two programs that currently do not allow for cost increases—the Aquatics Lands Enhancement Account (ALEA) and the Washington Wildlife and Recreation Program (WWRP)—Habitat Conservation and Outdoor Recreation Accounts. The categories in the Habitat Conservation Account include critical

habitat, natural areas, riparian protection, state lands restoration and enhancement, and urban wildlife habitat. The Outdoor Recreation Account includes local parks, state lands development and renovation, state parks, trails, and water access.

The board came to a decision to allow cost increases in ALEA, but asked staff for additional analysis on options related to WWRP in response to a new option introduced during the meeting.

Board Direction and Previous Policy Options

For the WWRP Habitat Conservation and Outdoor Recreation accounts, the board was asked to consider the following options:

- WWRP Option 2: Allow the RCO Director to use unspent funds to approve cost increases up to ten percent of the total project amount for WWRP Habitat Conservation and Outdoor Recreation Accounts. In addition, prioritize use of unspent funds in the following order: finish funding partially funded projects, approve pending cost increases, then fund alternates on the board approved ranked lists.
- WWRP Option 3: Hold back a small percentage (one to two and a half percent) of the 2023-2025 WWRP budgets for the Habitat Conservation and Outdoor Recreation Accounts and allow the RCO Director to use this funding to cover future cost increases of up to ten percent of the total project cost. Funds may be used for 2022 projects only.
- WWRP Option 4: No change.
- An additional option was proposed at the board meeting, option 7: By declaration of the board during exceptional economic times, the RCO Director may use unspent funds to approve cost increases up to ten percent of the total project amount for Washington Wildlife and Recreation Program Habitat Conservation and Outdoor Recreation Accounts. In addition, unspent funds are prioritized in the following order: finish funding partially funded projects, approve pending cost increases, then fund alternates on the board approved ranked lists.

The board eliminated option 3, but asked staff for further analysis on the remaining options.

Board Authority

During board discussion at the April meeting, stakeholders asked about the board's current authority for cost increases. Staff clarified that the board may choose to override its own policies and approve cost increases for projects in its programs, which allows the board to approve cost increases for individual projects.

Request for a Decision

Washington Wildlife and Recreation Program Options

Per the board's direction, options for the WWRP Habitat Conservation and Outdoor Recreation Accounts are presented below. Staff are recommending **option seven** in order to provide the most certain outcomes to project sponsors while also being prepared for future economic uncertainty. In making this recommendation, staff also considered the complexity of the WWRP formula and the history of funding alternate projects.

- Option 2: Allow the RCO Director to use unspent funds to approve cost increases up to ten percent of the total project amount for WWRP Habitat Conservation and Outdoor Recreation Accounts. In addition, prioritize use of unspent funds in the following order: finish funding partially funded projects, approve pending cost increases, then fund alternates on the board approved ranked lists.
- Option 4: Do not change the existing policy of no cost increases.
- Option 7: By declaration of the board, during exceptional economic times, the RCO Director may use unspent funds to approve cost increases up to ten percent of the total project amount for Washington Wildlife and Recreation Program Habitat Conservation and Outdoor Recreation Accounts. In addition, unspent funds are prioritized in the following order: finish funding partially funded projects, approve pending cost increases, then fund alternates on the board approved ranked lists.

Pros and Cons with the proposed options:

Option	Pro	Con
Two	<ul style="list-style-type: none">• Reduces the number of scope changes or withdrawn projects	<ul style="list-style-type: none">• Potentially funds fewer projects• Deprioritizes alternate projects

	<ul style="list-style-type: none"> • Provides consistency with other board programs that allow cost increases • Assists with unanticipated costs 	<ul style="list-style-type: none"> • Only addresses up to ten percent of cost increase, which may not address full sponsor concern
Four	<ul style="list-style-type: none"> • Alleviates the challenge of deciding which project is most deserving of an increase • A “no increase” policy is very clear, and sponsors know what to expect 	<ul style="list-style-type: none"> • Does not provide sponsors any relief, if needed
Seven (staff recommendation)	<ul style="list-style-type: none"> • Provides the board and staff a framework to act quickly during an economic crisis • Ensures that cost increases do not become the norm or relied on during typical economic times • Allows the current policy and process to stay in place, unless the board takes further action 	<ul style="list-style-type: none"> • Does not provide relief for current cost increases • The future board may want a different priority

Next Steps

If the board chooses to adopt a policy that is different than existing policy, RCO staff will update the appropriate policy manuals before the 2024 grant cycle.

Attachments

Attachment A: Resolution, *Cost Increases for the Washington Wildlife and Recreation Program: Habitat Conservation and Outdoor Recreation Accounts*

**Recreation and Conservation Funding Board
Cost Increases for the Washington Wildlife and Recreation Program: Habitat
Conservation and Outdoor Recreation Accounts
Resolution 2023-16**

WHEREAS economic crisis may require additional sponsor support; and

WHEREAS 2021 and 2022 were years of economic uncertainty; and

WHEREAS future economic emergencies may require swift action by the board; and

WHEREAS sponsors may not have other financial resources to ensure a project is completed as proposed; and

WHEREAS the Recreation and Conservation Funding Board's strategy is to provide leadership to help its partners invest in protecting, restoring, and developing habitat and recreation resources through policy development; and

WHEREAS considering cost increase policies for the Washington Wildlife and Recreation Program: Outdoor Recreation and Habitat Conservation Accounts aligns with the board's goal for delivering successful projects using broad public participation and adaptive management; and

WHEREAS allowing cost increases, when enacted by the board, supports the stewardship of public money by ensuring state funded projects are completed and do not become an undo financial burden on a community;

NOW THEREFORE BE IT RESOLVED that the board hereby approves Option ____ for the Washington Wildlife and Recreation Program, and directs staff to update the appropriate policy manuals before the next grant cycle. The effective date for these policies is July 1, 2023.

- ☐ Option 2: Allow the RCO Director to use unspent funds to approve cost increases up to ten percent of the total project amount for WWRP Habitat Conservation and Outdoor Recreation Accounts. In addition, prioritize use of unspent funds in the following order: finish funding partially funded projects, approve pending cost increases, then fund alternates on the board approved ranked lists.
- ☐ Option 4: Do not change the existing policy of no cost increases.
- ☒ Option 7: By declaration of the board, during exceptional economic times, the RCO Director may use unspent funds to approve cost increases up to ten percent of the total project amount for Washington Wildlife and Recreation Program Habitat Conservation and Outdoor Recreation Accounts. In addition, unspent funds are prioritized in the following order: finish funding partially funded

projects, approve pending cost increases, then fund alternates on the board approved ranked lists.

Resolution moved by: Member Shiloh Burgess

Resolution seconded by: Member Kristen Ohlson-Kiehn

Adopted/Defeated/Deferred (underline one)

Date: June 28, 2023



Recreation and Conservation Funding Board Decision Memo

Item **14A**

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Approve Grants for the 2023-25 Biennium
Aquatic Lands Enhancement Account

Prepared By: DeAnn Beck, Senior Outdoor Grants Manager

Summary

The Legislature approved approximately \$5.9 million for the Aquatic Lands Enhancement Account. Recreation and Conservation Office staff are requesting approval of the final ranked list and grant awards for projects meeting statutory and policy requirements.

Board Action Requested

This item will be a: ☒ Request for Decision
☐ Request for Direction
☐ Briefing

Resolution: 2023-17

Purpose of Resolution: Approve the final ranked list and grant awards for the projects shown in Table 1.

Background

The Aquatic Lands Enhancement Account (ALEA) Program provides grants to acquire, develop, and restore the state's aquatic lands and associated water. Aquatic lands include tidelands, shore lands, harbor areas, and the beds of navigable waters. The program has three purposes: protection and enhancement of a site's naturally self-sustaining ecological functions, providing people with access to the water, and increasing public awareness of aquatic lands as a limited resource.

Application Process

Applicants submit ALEA project proposals to the RCO during the even-numbered calendar year of each biennium. In the summer of 2022, the ALEA Advisory Committee

evaluated and ranked projects for acquisition, development, or restoration of aquatic lands using criteria adopted by the Recreation and Conservation Funding Board (board).

In October 2022, the board adopted the preliminary ranked list of ALEA projects for submittal to the Governor and Legislature. See Resolution 2022-15.

Certification of Match Required

By policy, state and local agency applicants must provide a minimum fifty percent or 1:1 match for an ALEA grant. With an exception for state agencies and Native American tribes, at least ten percent of the total project cost must be provided in the form of a non-state, non-federal contribution. Applicants must certify that they have matching funds available before the June 28, 2023, funding meeting.¹ Staff notified applicants of this requirement on April 4 and May 1, 2023. All ALEA applicants certified that their matching funds are available.

Program Funding and Legislative Action

Funding for the ALEA program comes from one of two sources: 1) money raised by the Washington State Department of Natural Resources from activities on aquatic lands, such as leases to marinas and the sale of harvest rights for geoduck clams; or 2) the sale of general obligation bonds.

The Legislature passed the 2023-25 state capital budget, which for ALEA projects includes \$3,500,000 in dedicated ALEA funds and \$2,358,000 in state bond monies, totaling \$5,858,000. The Legislature also approved the list of ALEA projects recommended for funding as shown in Legislative Evaluation and Accountability Program (LEAP) Capital Document No. RCO-4-2023. With board approval, the funds provided will fully fund all projects on the list.

Analysis

Strategic Plan Link

Consideration of these grant awards supports the board's goal to protect, preserve, develop, restore, and enhance habitat and outdoor recreation opportunities that benefit people, fish and wildlife, and ecosystems. The grant process supports the board's goals to achieve a high level of accountability in managing the resources and responsibilities entrusted to it and deliver successful projects by using broad public participation and feedback, monitoring, assessment, and adaptive management. The criteria for selecting

¹ Washington Administrative Code 286-13-040(3)

projects support strategic investments in the protection, restoration, and development of habitat and recreation opportunities.

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

Public Comment

The board received written testimony and public comment about these projects in October 2022. Any additional public comment will be provided at the upcoming meeting.

Staff Recommendation

RCO staff recommend approval of the final ranked list of projects and the funding amounts shown in Table 1.

Next Steps

If the board approves the list and funding amounts, the RCO director would be authorized to execute grant agreements for projects that meet all program requirements.

Attachments

- A. Resolution 2023-17, including Table 1 – *Aquatic Lands Enhancement Account, Final Ranked List and Grant Awards for the 2023-25 Biennium*

Recreation and Conservation Funding Board
Resolution 2023-17
Aquatic Lands Enhancement Account
Approval of the Final Ranked List and Grant Awards for the 2023-25 Biennium

WHEREAS the Recreation and Conservation Funding Board (board) recommended a ranked list of eligible Aquatic Lands Enhancement Account projects to the Governor for inclusion in the 2023-25 State Capital Budget; and

WHEREAS the 2023 Legislature approved projects contained in Legislative Evaluation and Accountability Program Capital Document No. RCO-4-2023; and

WHEREAS the projects enhance, improve, or protect aquatic lands and provide public access to such lands and associated waters, thereby supporting policies in the *Washington State Recreation and Conservation Plan 2018-2022* and the board's strategy to provide partners with funding to maintain fully functioning ecosystems and to enhance recreation opportunities statewide; and

WHEREAS the board has reviewed and discussed these projects in open public meetings, as part of the competitive selection process outlined in Washington Administrative Code 286-13-020, thereby supporting the board's strategy to ensure that its work is conducted with integrity and in a fair and open manner, and the board's goal to deliver successful projects by inviting competition and by using broad public participation and feedback; and

WHEREAS *Table 1 – Aquatic Lands Enhancement Account, Final Ranked List and Grant Awards, 2023-25* indicates the projects that have met program eligibility requirements as stipulated in statute, administrative rule, and program policies; and

WHEREAS funding these projects would further the board's goal to make strategic investments that are guided by community support and established plan priorities and to fund the best projects as determined by the evaluation process, and

WHEREAS the Legislature has enacted the state capital budget, which includes an appropriation of \$5,858,000 for ALEA for the 2023-25 biennium.

NOW THEREFORE BE IT RESOLVED that the Recreation and Conservation Funding Board hereby approves the final ranked list and award grants for the projects in Table 1 – *Aquatic Lands Enhancement Account, Final Ranked List and Grant Awards, 2023-25*; and

BE IT FURTHER RESOLVED that the board authorizes the Recreation and Conservation Office's Director to execute agreements necessary to facilitate prompt project implementation.

Resolution moved by:

Member Michael Shiosaki

Resolution seconded by:

Member Peter Herzog

Adopted/Defeated/Deferred (underline one)

Date:

June 28, 2023

Table 1: Aquatic Lands Enhancement Account
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	61.42	22-1475 C	Bellingham	Boulevard Park Shoreline and Access Enhancement	\$500,000	\$561,503	\$1,061,503	\$500,000
2	59	22-1672 A	San Juan County Land Bank	Watmough Bay Addition	\$1,000,000	\$1,626,457	\$2,626,457	\$1,000,000
3	58.42	22-1732 A	Chelan County	Malaga Waterfront Park Acquisition	\$216,442	\$216,442	\$432,884	\$216,442
4	55.25	22-1257 D	Seattle	Carkeek Park Rail Overpass	\$500,000	\$3,100,000	\$3,600,000	\$500,000
5	54.67	22-1593 A	Seattle Public Utilities	Cedar River Upper Royal Arch Reach Acquisition	\$1,000,000	\$1,317,500	\$2,317,500	\$1,000,000
6	52.58	22-1731 D	Port of Edmonds	North Portwalk Development	\$500,000	\$7,901,284	\$8,401,284	\$500,000
7	50.83	22-1351 D	Mercer Island	Luther Burbank Park Waterfront Renovation and Upgrade	\$500,000	\$2,679,745	\$3,179,745	\$500,000
8	47.67	22-1713 C	Steilacoom	Garrison Springs Creek and Estuary Restoration	\$500,000	\$3,013,500	\$3,513,500	\$500,000
9	47.33	22-1648 C	Port Orchard	Waterfront Plaza and Enhancement	\$500,000	\$2,008,000	\$2,508,000	\$500,000
10	44.33	22-1532 D	Bainbridge Island Metropolitan Park and Recreation District	Waterfront Park Dock Extension	\$500,000	\$1,104,684	\$1,604,684	\$500,000
Total					\$5,716,442	\$23,529,115	\$29,245,557	\$5,716,442

¹Project type: A=Acquisition, C=Combination, D=Development
Recreation and Conservation Funding Board Resolution 2023-17



Recreation and Conservation Funding Board Decision
Memo

Item **14B**

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Approve Grants for the 2023-25 Biennium
Boating Facilities Program

Prepared By: Karl Jacobs, Senior Outdoor Grants Manager

Summary

The Legislature approved nearly \$14 million for the Boating Facilities Program. Recreation and Conservation Office staff are requesting final funding approval for the projects meeting statutory and policy requirements.

Board Action Requested

This item will be a: ☒ Request for Decision
☐ Request for Direction
☐ Briefing

Resolution: 2023-18

Purpose of Resolution: Approve the final ranked lists of projects and funding amounts shown in Table 1 for each category.

Program Description

The Boating Facilities Program (BFP) provides financial assistance for recreational boating access on both fresh and salt waters. State and local agencies use the funds to design, permit, acquire, renovate, and develop sites for motorized recreational boating. Improvements typically include launch ramps, guest moorage, and support amenities such as breakwaters, vehicle-trailer parking, restrooms, laundry, and other facilities used exclusively or primarily by recreational boaters.

Application Process

The Recreation and Conservation Office (RCO) received twenty-seven grant proposals requesting approximately \$20.5 million in BFP funds in November 2022. Using an evaluation process and criteria adopted by the Recreation and Conservation Funding

Board (board), the Boating Programs Advisory Committee reviewed and evaluated projects in the program's two categories – State Agency and Local Agency.

In anticipation of legislative approval of a state capital budget that would include funding for BFP, the board adopted the preliminary ranked lists of projects via Resolution 2023-11 at the April 2023 meeting.

Certification of Match Required

Local agency applicants must provide a minimum twenty-five percent match for a BFP grant award. Except for state agencies and Native American tribes, at least ten percent of the total project cost must be provided in the form of a non-state, non-federal contribution. Local and state agencies providing match must certify that they have matching funds available before the June 28, 2023, funding meeting.¹ Staff notified applicants of this requirement on April 4 and May 1, 2023. All BFP applicants required to do so certified their match by the established deadline.

Program Funding and Legislative Action

BFP funding comes from a portion of marine fuel taxes charged to boaters. The money appropriated for BFP is divided into two equal shares. One share provides funding for state agency projects and the other share funds local agency projects.

The Legislature passed the 2023-25 state capital budget, which includes an appropriation of \$13,800,000 for BFP grants. The Local Agency Category will receive \$6,900,000, which is enough money to fully fund the twelve highest ranked projects. The \$6,900,000 for the State Agency Category will fully fund four projects and partially fund the fifth.

Analysis

Strategic Plan Link

Consideration of these grant awards supports the board's goal to protect, restore, and develop recreation opportunities. The grant process supports the board's goals to (a) achieve a high level of accountability in managing the resources and responsibilities entrusted to it, and (b) deliver successful projects by using broad public participation and feedback, monitoring, assessment, and adaptive management. The criteria for selecting projects support strategic investments in the protection, restoration, and development of recreation opportunities.

¹Washington Administrative Code 286-13-040(3)

Public Comment

The board received written testimony and public comments about these projects in April 2023. Any additional public comment will be provided at the upcoming meeting.

Staff Recommendation

RCO staff recommend approval of the ranked lists of projects and the funding amounts shown in Table 1 for each Boating Facilities Program category.

Next Steps

If the board approves the lists and funding amounts, the RCO director will be authorized to execute project agreements for projects that meet all the post approval requirements.

Attachments

- A. Resolution 2023-18, including Table 1 – *Boating Facilities Program, Final Ranked Lists and Grant Awards, 2023-25*

**Recreation and Conservation Funding Board
Resolution 2023-18
Boating Facilities Program
Final Ranked Lists and Grant Awards for the 2023-25 Biennium**

WHEREAS twenty-seven grant proposals for the Boating Facilities Program are being considered for funding; and

WHEREAS the projects provide for acquisition, planning, development, and renovation of motorized boating access areas and facilities, thereby supporting the Recreation and Conservation Funding Board's (board)s strategy to provide partners with funding to protect, preserve, restore, and enhance recreation opportunities statewide; and

WHEREAS the board has reviewed and discussed these projects in open public meetings, as part of the competitive selection process outlined in Washington Administrative Code 286-13-020, thereby supporting the board's strategy to ensure that its work is conducted with integrity and in a fair and open manner; and the board's goal to deliver successful projects by inviting competition and using broad public participation and feedback; and

WHEREAS all projects have met program eligibility requirements as stipulated in statute, administrative rule, and Manual 9, *Boating Facilities Program* policy manual; and

WHEREAS the Legislature has enacted the state capital budget, which includes an appropriation of funds for the Boating Facilities Program for the 2023-25 biennium.

NOW THEREFORE BE IT RESOLVED that the Recreation and Conservation Funding Board hereby approves the final ranked lists and award grants to the projects depicted in *Table 1 – Boating Facilities Program, Final Ranked Lists and Grant Awards, 2023-25*; and

BE IT FURTHER RESOLVED that the board authorizes the Recreation and Conservation Office's Director to execute project agreements for funded projects to facilitate prompt project implementation.

Resolution moved by: Member Trang Lam

Resolution seconded by: Member Kristen Ohlson-Kiehn

Adopted/Defeated/Deferred (underline one)

Date: June 28, 2023

Table 1: Local Agency Category
Boating Facilities Program
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	67.71	22-2051D	Seattle	Stan Sayres Boat Launch Renovation	\$820,000	\$1,010,576	\$1,830,576	\$820,000
2	62.71	22-2334D	Skamania County	Wind River Dock Replacement	\$150,000	\$50,000	\$200,000	\$150,000
3	62.57	22-2095D	Port of Port Townsend	Herb Beck Marina Boat Launch Replacement	\$1,000,000	\$1,136,400	\$2,136,400	\$1,000,000
4	62.29	22-2033D	Mercer Island	Luther Burbank Park Dock Reconfiguration Construction	\$1,000,000	\$1,919,690	\$2,919,690	\$1,000,000
5	62	22-2105D	Port of Poulsbo	Guest Moorage Facility Improvements	\$548,000	\$182,695	\$730,695	\$548,000
6	61.57	22-1907D	San Juan County	Hunter Bay Float and Gangway Replacement	\$545,200	\$185,000	\$730,200	\$545,200
7	60.71	22-2190P	Confederated Tribes of the Colville Reservation	Rogers Bar Boating	\$180,000	\$70,000	\$250,000	\$180,000
8	60.43	22-1823D	Port of Port Angeles	John Wayne Marina Boat Launch Boarding Float	\$257,250	\$85,750	\$343,000	\$257,250
8	60.43	22-2039D	Port of Grays Harbor	Westport Float 21 Guest Moorage Replacement	\$1,000,000	\$1,019,578	\$2,019,578	\$1,000,000
10	59.86	22-2196P	Port of Grays Harbor	Friends Landing Boat Launch Renovation	\$117,500	\$62,500	\$180,000	\$117,500
11	58.57	22-2038D	Port of Illahee	Port of Illahee Public Pier Pile Replacement	\$191,000	\$64,000	\$255,000	\$191,000
12	57.43	22-2052D	Seattle	South Leschi Guest Moorage	\$1,000,000	\$4,232,897	\$5,232,897	\$1,000,000
13	56.86	22-1865D	Des Moines	Redondo Boat Launch Restroom Facility	\$681,903	\$399,513	\$1,081,416	\$91,050 ²
14	53.71	22-2063D	Clallam County	Lake Pleasant Dock Renovation	\$110,625	\$37,375	\$148,000	Alternate
Total					\$7,601,478	\$10,455,974	\$18,057,452	\$6,900,000

¹Project type: D=Development, P=Planning

²Partial Funding

Recreation and Conservation Funding Board Resolution 2023-18

**Table 1: State Agency Category
Boating Facilities Program
2023-2025**

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Proposed Grant Award
1	65.9	22-2181 D	Washington Department of Fish and Wildlife	Region 6 Boating Access Restroom Replacement	\$400,000	\$400,000
2	63.3	22-1984 P	Washington Department of Fish and Wildlife	Vernita Bridge Site Planning	\$200,000	\$200,000
3	58.1	22-2416 D	State Parks and Recreation Commission	Stuart Island Prevost Harbor Moorage Replacement	\$2,410,000	\$2,410,000
4	57.9	22-2417 D	State Parks and Recreation Commission	Sucia Island Fossil Bay Moorage Replacement	\$2,505,000	\$2,505,000
5	57.1	22-2029 D	Washington Department of Fish and Wildlife	Glen Williams Access Development Phase 2	\$1,465,000	\$1,385,000 ²
6	56.9	22-2244 D	Washington Department of Fish and Wildlife	Spectacle Lake Access Area Improvements	\$454,000	Alternate
7	56.14	22-2075 D	Washington Department of Fish and Wildlife	Hamilton Landing Boat Launch Phase 2	\$500,000	Alternate
8	55.86	22-1976 C	State Parks and Recreation Commission	Sequim Bay State Park Pier Design and Permitting	\$596,050	Alternate
9	54.29	22-2065 D	Washington Department of Natural Resources	Lakebay Marina Development	\$1,639,042	Alternate
10	52	22-2357 D	Washington Department of Fish and Wildlife	Gardiner Access Area Parking Redevelopment	\$168,000	Alternate
11	51.86	22-2172 D	Washington Department of Fish and Wildlife	Spencer Lake Redevelopment	\$960,000	Alternate
12	50.43	22-2292 D	Washington Department of Fish and Wildlife	Lake Whatcom Access Area Phase 2	\$435,000	Alternate
13	45.4	22-2243 D	Washington Department of Fish and Wildlife	Sidley Lake Access Area Improvement Phase 2	\$800,000	Alternate
Total					\$12,532,092	\$6,900,000

¹Project Type: C=Combination of Acquisition and Planning, D=Development, P=Planning

²Partial Funding

Recreation and Conservation Funding Board Resolution 2023-18



Recreation and Conservation Funding Board Decision Memo

Item

14C

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Approve Grants for the 2023-25 Biennium
Firearms and Archery Range Recreation

Prepared By: Karl Jacobs, Senior Outdoor Grants Manager

Summary

The Legislature approved \$840,000 for the Firearms and Archery Range Recreation grant program. Recreation and Conservation Office staff are requesting final funding approval for the projects meeting statutory and policy requirements.

Board Action Requested

This item will be a: ☒ Request for Decision
☐ Request for Direction
☐ Briefing

Resolution: 2023-19

Purpose of Resolution: Approve the final ranked lists of projects and funding amounts shown in *Table 1*.

Program Description

Firearms and Archery Range Recreation (FARR) program grants support firearm and archery recreation. Funds may be used to purchase, develop, and renovate facilities for handgun, muzzleloader, rifle, shotgun, and archery sports. The primary goal of the FARR program is to increase general public access to firearm and archery range facilities. This includes law enforcement personnel, members of the public with concealed pistol or hunting licenses, and those enrolled in firearm or hunter safety education classes.

Application Process

The Recreation and Conservation Office (RCO) received six grant proposals requesting approximately \$600,000 in FARR funds in November 2022. Using an evaluation process

and criteria adopted by the Recreation and Conservation Funding Board (board), the FARR advisory committee reviewed and evaluated proposals.

In anticipation of legislative approval of a state capital budget that would include funding for FARR, the board adopted the preliminary ranked list of projects via Resolution 2023-12 at the April 2023 meeting.

Certification of Match Required

State law requires applicants to provide a minimum thirty-three percent match for noise abatement or safety improvement elements and minimum fifty percent match for all other projects or project elements. Local governments and nonprofit organizations must provide at least ten percent of the total project cost from a non-state, non-federal source. Applicants providing match must certify that they have matching funds available before the June 28, 2023, funding meeting. Staff notified applicants of this requirement on April 4 and May 1, 2023. All FARR applicants certified their match by the established deadline.

Program Funding and Legislative Action

The FARR program receives funding from the sale of concealed pistol licenses. Currently, the grant program receives two dollars and sixteen cents from each permit sold. The Legislature passed the state capital budget for the 2023-25 biennium, which includes an appropriation of \$840,000 for FARR projects. There are enough dollars to fully fund all the projects.

Analysis

Strategic Plan Link

Consideration of these 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 goals to (a) achieve a high level of accountability in managing the resources and responsibilities entrusted to it, and (b) deliver successful projects by using broad public participation and feedback, monitoring, assessment, and adaptive management. The criteria for selecting projects support strategic investments in the protection, restoration, and development of recreation opportunities.

Public Comment

The board received written testimony about these projects in April 2023. Any additional public comment will be provided at the upcoming meeting.

Staff Recommendation

Staff recommends approval of the ranked list and funding for projects as shown in Table 1, *Firearms and Archery Range Recreation, Final Ranked List and Grant Awards, 2023-25*.

Next Steps

If the board approves the list and funding amounts, the RCO director would be authorized to execute project agreements for projects that meet all program requirements.

Attachments

- A. Resolution 2023-19, including Table 1 – *Firearms and Archery Range Recreation, Final Ranked List and Grant Awards for the 2023-25 Biennium*.

**Recreation and Conservation Funding Board
Resolution 2023-19
Firearms and Archery Range Recreation
Approval of Final Ranked List and Grant Awards for 2023-25 Biennium**

WHEREAS six Firearms and Archery Range Recreation (FARR) projects are being considered for funding; and

WHEREAS the projects develop and renovate public outdoor recreation facilities, thereby supporting the Recreation and Conservation Funding Board's (board) strategy to provide partners with funding to enhance recreation opportunities statewide;

WHEREAS the board has reviewed and discussed these projects in open public meetings, as part of the competitive selection process outlined in Washington Administrative Code 286-13-020, thereby supporting the board's strategy to ensure that its work is conducted with integrity and in a fair and open manner; and

WHEREAS *Table 1 – Firearms and Archery Range Recreation, Final Ranked List and Grant Awards, 2023-25* is a list of the projects the meet program eligibility requirements as stipulated in statute, administrative rule, and Manual 11, *Firearms and Archery Range Recreation Program*; and

WHEREAS the Legislature has enacted the state capital budget, which includes an appropriation of funds for the FARR Program for the 2023-25 biennium.

NOW THEREFORE BE IT RESOLVED that the Recreation and Conservation Funding Board hereby approves the final ranked list and award grants to the projects depicted in *Table 1 – Firearms and Archery Range Recreation, Final Ranked List and Grant Awards, 2023-25*; and

BE IT FURTHER RESOLVED that the board authorizes the Recreation and Conservation Office's Director to execute project agreements for funded projects to facilitate prompt project implementation.

Resolution moved by: _____
Member Kristen Ohlson-Kiehn

Resolution seconded by: _____
Member Shiloh Burgess

Adopted/Defeated/Deferred (underline one) _____

Date: _____
June 28, 2023

Table 1: Firearms and Archery Range Recreation
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	74.57	22-2179D	Evergreen Sportsmen's Club	Rifle-Pistol Range Safety Improvements	\$150,000	\$150,000	\$300,000	\$150,000
2	73.29	22-2088D	Washington Department of Fish and Wildlife	Durr Road Target Shooting Range	\$150,000	\$150,000	\$300,000	\$150,000
3	72.86	22-1979D	Washington Department of Fish and Wildlife	Lake Lenore Shooting Range Development	\$150,000	\$150,000	\$300,000	\$150,000
4	67.29	22-1872D	Bremerton Trap and Skeet Club	Develop and Upgrade Buildings and Grounds	\$70,000	\$70,185	\$140,185	\$70,000
5	66.86	22-2360D	Gig Harbor Sportsmen's Club	Five-Stand Target Range Improvements	\$7,550	\$7,550	\$15,100	\$7,550
6	66.57	22-2252D	Cowlitz County	Cowlitz Public Shooting Range Phase 4	\$77,250	\$77,250	\$154,500	\$77,250
Total					\$604,800	\$604,985	\$1,209,785	\$604,800

¹Project type: D=Development

²Recreation and Conservation Funding Board Resolution 2023-19



Recreation and Conservation Funding Board Decision Memo

Item

14D

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Nonhighway and Off-road Vehicle Activities (NOVA) Program:
Approval of Ranked Lists and Grant Awards for the 2023-25 Biennium

Prepared By: Marguerite Austin, Recreation and Conservation Section Manager

Summary

The Legislature approved \$12 million for the Nonhighway and Off-road Vehicle Activities Program. Recreation and Conservation Office staff are requesting approval of the final ranked list and funding for projects meeting statutory and policy requirements.

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: 2023-20

Purpose of Resolution: Approve the final ranked lists of projects and funding amounts shown in Table 1.

Background

The Nonhighway and Off-road Vehicle Activities (NOVA) program is a motor vehicle fuel-tax refund grant program that provides grants for planning, acquiring land, constructing, and maintaining facilities for a variety of back-road activities. These activities include cross-country skiing, hiking, horseback riding, mountain biking, hunting, fishing, sightseeing, motorcycling, and riding all-terrain and four-wheel drive vehicles. A portion of NOVA funding is set aside for education and enforcement programs serving these recreationists to preserve and protect NOVA recreation opportunities.

Application Process

Applicants submitted ninety-seven NOVA grant applications to the Recreation and Conservation Office (RCO) in 2022, requesting \$16.3 million in grant funds. In Winter 2023, NOVA Advisory Committee members evaluated and ranked the applications using criteria adopted by the Recreation and Conservation Funding Board (board).

The board adopted the preliminary ranked lists of projects via Resolution #2023-14 at the April 2023 meeting.

Certification of Match Required

NOVA applicants are not required to provide match; however, if match is included in the proposal, applicants must certify that they have matching funds available before the funding meeting.¹ Staff notified applicants of this requirement on April 4 and May 1, 2023. Most applicants have certified that their matching funds are available. However, we do not have match certification for the following project:

NOVA Off-Road Vehicle

- Rank 26 – Eagle Track Raceway Improvement ([22-1960D](#)). Ferry County did not certify match because of its low ranking.

In addition, the following application is not moving forward for the reason stated below.

NOVA Nonhighway Road

- Rank 20 – Cat Creek Chimney Campground ([22-2323D](#)). U.S. Forest Service, Gifford Pinchot National Forest has withdrawn this application due to issues associated with future development and federal policies related to charging fees for use of the project site.

The following two applications are eligible for partial funding as described below.

NOVA Nonhighway Road

- Rank 13 – Campgrounds and Dispersed Maintenance and Operations ([22-2227M](#)). The U.S. Forest Service, Okanogan-Wenatchee National Forest, Entiat Ranger District has met the qualifications for receiving a grant approved during the 2020 grant cycle ([20-1964M](#)). The agreement extends through October 31, 2025, and the funds provide for maintenance of the same area included in the

¹ Washington Administrative Code 286-13-040(3)

2022 application. The proposed partial 2022 grant award provides the additional funding needed to complete the full scope of work.

NOVA Off-Road Vehicle

- Rank 5 – Multiple Use Trail Maintenance and Operations ([22-2223M](#)). The U.S. Forest Service, Okanogan-Wenatchee National Forest, Entiat Ranger District has met the qualifications for receiving a grant approved during the 2020 grant cycle ([20-1965M](#)). The agreement extends through October 31, 2025, and the funds provide for maintenance of the same area included in the 2022 application. The proposed partial 2022 grant award provides the additional funding needed to complete the full scope of work.

Because these two applications received grant awards so late in the grant cycle, the 2020 awards provide enough money for maintaining trails in 2023 and 2024. The funds recommended for the 2022 application will allow for maintenance activities through 2025. This is consistent with the awards given for all 2022 maintenance applications. The grant amounts are shown on the final ranked lists in Table 1.

Program Funding and Legislative Action

The State Treasurer credits one percent of the motor vehicle fuel tax revenues to NOVA programs, as outlined in the Chapter 46.09 Revised Code of Washington (RCW). The board receives fifty-eight and a half percent of those funds for its recreation grants.² The Off-Road Vehicle (ORV) category receives funding from ORV permit fees in addition to fuel tax funds.

Estimated Funds Available

The Legislature approved \$12,063,000 for NOVA projects as part of the 2023-25 State Capital Budget. The board's fifty-eight percent is allocated as follows:

NOVA Category	Percent Allocated	Further Divided	Fuel Tax Dollars	Permit Fees
Education and Enforcement	30%		\$2,803,307	
Nonhighway Road	70%	30%	\$1,962,315	
Nonmotorized		30%	\$1,962,315	
Off-road Vehicle		30%	\$1,962,315	\$2,718,644
Competitive Dollars		10%	\$654,104	

² The Treasurer distributes the remainder of the funds for NOVA-related programs as follows: Department of Natural Resources (36%), the Department of Fish and Wildlife (3.5%), and Washington State Parks (2%)

Total	100%	\$9,344,356	\$2,718,644
--------------	-------------	--------------------	--------------------

With the addition of ORV permit fees, the total for the ORV category is \$4,680,959.

Allocation of Funds to the Program Categories

Chapter 46.09 RCW directs the allocation of fuel tax funds among these four categories: Education and Enforcement, Nonhighway Road, Nonmotorized, and Off-road Vehicle recreation (see Attachment B). The prioritized funding recommendations from the NOVA Advisory Committee for fuel tax dollars are illustrated in Table 1 – *Nonhighway and Off-road Vehicle Activities, Final Ranked List and Grant Awards, 2023-25 Biennium*.

The chapter then directs the NOVA advisory committee’s off-road vehicle and mountain biking recreationists, governmental representatives, and land managers to make recommendations regarding the expenditure of ORV permit fee revenue. At a follow-up meeting of the NOVA Subcommittee on March 27, 2023, the subcommittee recommended allocation of ORV permit fees to the two nonprofit organizations’ projects first, then to other eligible projects.

The priority order of the recommendation is to use permit fees for these four projects – ranked order: ten, twelve, thirteen, and twenty-three. Several subcommittee members felt these projects are significant for the motorized community. The projects rely heavily on volunteers to work on trails that benefit all NOVA recreationists. The NOVA Subcommittee’s recommendation for expenditure of ORV permit fees are illustrated in Table 1 – *Nonhighway and Off-road Vehicle Activities, Final Ranked List and Grant Awards for the Off-Road Vehicle Category, 2023-25*.

The remaining ten percent of fuel tax revenue, along with any unused funds, are designated by the board as “competitive” dollars. They are applied to projects in the recreation categories based on four board-adopted criteria:

- 1) the number of NOVA recreationists served,
- 2) the NOVA advisory committee’s confidence in the claimed number served,
- 3) the amount of non-state matching resources provided to the project by the applicant, and
- 4) the number of unfunded projects in the category.

RCO staff will allocate these competitive funds, using the board-approved procedure adopted in Resolution 2008-15, after the fuel tax and ORV permit fees are allocated. The funding tables attached to Resolution 2023-20 show staffs’ recommendation for expending statutory dollars. Unused funds from previously funded projects will go into the “competitive pot” and will be allocated to partially funded projects and alternates.

Analysis

Strategic Plan Link

Consideration of these 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 strategy to conduct its work in a fair and open manner, as well as delivers successful projects by using broad public participation. The criteria for selecting projects support strategic investments in the protection, restoration, and development of recreation opportunities.

Projects considered for NOVA funding directly support board adopted priorities in the *2018-2022 Nonhighway and Off-road Vehicle Activities Plan* and the *Washington State Recreation and Conservation Plan 2018-2022*.

Public Comment

The board received written testimony and public comments about these projects in April 2023. Any additional public comment will be provided at the upcoming meeting.

Staff Recommendation

Staff recommends that the board approve the final ranked lists and award grants for the projects as shown in Table 1 for each NOVA category.

Next Steps

If the board approves the final ranked lists and funding amounts, the RCO director would be authorized to distribute any remaining competitive dollars and execute project agreements for projects that meet all post approval requirements.

Attachments

- A. Resolution #2023-20, including Table 1 –*Nonhighway and Off-road Vehicle Activities, Final Ranked List and Grant Awards, 2023-25 Biennium*
- B. NOVA Fund Distribution Table

**Recreation and Conservation Funding Board
Resolution #2023-20
Nonhighway and Off-road Vehicle Activities Program
Approval of the Ranked List and Grant Awards for the 2023-25**

WHEREAS for the 2023-25 biennium, ninety-seven Nonhighway and Off-road Vehicle Activities (NOVA) projects are being considered for funding; and

WHEREAS the projects (a) focus on protecting user needs and minimizing environmental impacts and conflict between user groups, (b) provide opportunities for recreationists that enjoy activities such as nonmotorized boating, camping, driving for pleasure, sightseeing, wildlife viewing, fishing, gathering, hunting, and picnicking, (c) provide opportunities for recreationists that enjoy nonmotorized trail activities such as horseback riding, hiking, mountain biking and cross-country skiing, and (d) provide opportunities for recreationists that enjoy motorized off-road activities, including motorcycling and riding all-terrain and four-wheel drive vehicles on trails and in competition sport parks, thereby supporting the board's strategy to provide partners with funding to enhance recreation opportunities statewide; and

WHEREAS the board has reviewed and discussed these projects in open public meetings, as part of the competitive selection process outlined in Washington Administrative Code 286-13-020, thereby supporting the Recreation and Conservation Funding Board's strategy to ensure that its work is conducted with integrity and in a fair and open manner, and the board's goal to deliver successful projects by inviting competition and by using broad public participation and feedback; and

WHEREAS *Table 1 – Nonhighway and Off-road Vehicles Activities, Final Ranked List and Grant Awards, 2023-25* now indicates the projects that are not eligible for funding since the sponsor has not certified match, has already received funding, or has withdrawn the proposal; and

WHEREAS the remaining projects have met program eligibility requirements as stipulated in statute, administrative rule, and the board's program policies; and

WHEREAS funding these projects would further the board's goal to make strategic investments that are guided by community support and established plan priorities and to fund the best projects as determined by the evaluation process; and

WHEREAS the Legislature has enacted the state capital budget, which includes an appropriation of funds for the NOVA Program.

NOW THEREFORE BE IT RESOLVED that the Recreation and Conservation Funding Board hereby approves the final ranked lists of NOVA projects and awards grants to the projects as depicted in *Table 1 – Nonhighway and Off-road Vehicle Activities, Final Ranked List and Grant Awards, 2023-25*; and

BE IT FURTHER RESOLVED that the board authorizes the Recreation and Conservation Office Director to execute project agreements necessary to facilitate prompt project implementation, and

BE IT FURTHER RESOLVED that the ranked list of alternate projects remain eligible for funding until the next NOVA grants cycle.

Resolution moved by: Member Peter Herzog

Resolution seconded by: _____
Member Shiloh Burgess

Adopted/Defeated/Deferred (*underline one*)

Date: June 28, 2023

Table 1: Education and Enforcement Category
Nonhighway and Off-Road Vehicle Activities
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	62	22-2233E	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District	Front Country Patrol	\$150,000	\$151,000	\$301,000	\$150,000
2	61.43	22-2111E	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Valley Ranger District	Wilderness and Backcountry Rangers	\$200,000	\$200,848	\$400,848	\$200,000
3	60.29	22-2222E	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District	Alpine Lakes Wilderness Backcountry Patrol	\$200,000	\$201,000	\$401,000	\$200,000
4	60.07	22-2040E	U.S. Forest Service, Okanogan-Wenatchee National Forest, Wenatchee River Ranger District	Wilderness Education Enchantments Emphasis	\$197,596	\$198,554	\$396,150	\$197,596
4	60.07	22-2228E	U.S. Forest Service, Okanogan-Wenatchee National Forest, Entiat Ranger District	Central Zone Backcountry Education and Enforcement	\$200,000	\$136,000	\$336,000	\$200,000
6	59.5	22-2117E	Washington Department of Natural Resources	Capitol Forest Education and Enforcement	\$197,500	\$139,500	\$337,000	\$197,500
7	58.21	22-2187E	Spokane County	Education and Enforcement Program	\$157,400	\$169,271	\$326,671	\$157,400
8	57.79	22-2184E	Washington Department of Natural Resources	Northwest Region Education and Enforcement South Zone	\$191,208	\$197,000	\$388,208	\$191,208
9	57.71	22-2286E	U.S. Forest Service, Okanogan-Wenatchee National Forest, Naches Ranger District	Off-Highway Vehicle Education and Enforcement Rangers	\$200,000	\$305,000	\$505,000	\$200,000
10	57.43	22-2104E	Washington Department of Natural Resources	Hood Canal District Education and Enforcement	\$164,901	\$167,645	\$332,546	\$164,901
11	57.07	22-2209E	Washington Department of Natural Resources	Elbe and Tahoma Education and Enforcement	\$149,039	\$149,804	\$298,843	\$149,039

Table 1: Education and Enforcement Category
Nonhighway and Off-Road Vehicle Activities
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
12	56.57	22-2134E	U.S. Forest Service, Okanogan-Wenatchee National Forest. Cle Elum Ranger District	Front Country Education and Enforcement	\$113,700	\$77,000	\$190,700	\$113,700
13	56.5	22-2082E	U.S. Forest Service, Okanogan-Wenatchee National Forest. Cle Elum Ranger District	Alpine Lakes Wilderness Education and Enforcement	\$150,000	\$65,000	\$215,000	\$150,000
14	56	22-2087E	U.S. Forest Service, Okanogan-Wenatchee National Forest. Cle Elum Ranger District	Cle Elum Off-Road Vehicle Education and Enforcement	\$185,500	\$47,000	\$232,500	\$185,500
15	55.93	22-2077E	Washington Department of Natural Resources	Snoqualmie Corridor and Middle Fork Valley Education and Enforcement	\$200,000	\$200,000	\$400,000	\$200,000
16	55.71	22-2141E	State Parks and Recreation Commission	Riverside Education and Enforcement Ranger	\$183,160	\$192,106	\$375,266	\$146,463 ²
17	55.5	22-2304E	U.S. Forest Service, Gifford Pinchot National Forest	Wilderness Education	\$162,800	\$165,133	\$327,933	Alternate
18	55	22-2165E	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Skykomish Ranger District	Alpine Lakes Wilderness Education and Enforcement	\$70,000	\$72,000	\$142,000	Alternate
19	54.79	22-2130E	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Valley Ranger District	North Zone Climbing Rangers	\$171,040	\$171,456	\$342,496	Alternate
20	53.71	22-2107E	Washington Department of Natural Resources	Northwest Region Education and Enforcement North Zone	\$200,000	\$88,000	\$288,000	Alternate
21	53.14	22-1945E	Washington Department of Natural Resources	Pacific Cascade Region Education and Enforcement	\$187,000	\$80,200	\$267,200	Alternate
22	52.86	22-2169E	U.S Forest Service, Colville National Forest	Off-Road Vehicle Forest Ranger Program	\$200,000	\$176,000	\$376,000	Alternate
23	52.57	22-2034E	Grant County	Grant County Off-Road Vehicle Education and Enforcement	\$200,000	\$395,110	\$595,110	Alternate

Table 1: Education and Enforcement Category
Nonhighway and Off-Road Vehicle Activities
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
24	52.21	22-1989E	Washington Department of Natural Resources	Southeast Region Education and Enforcement	\$176,700	\$142,200	\$318,900	Alternate
25	45.14	22-2144E	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Mount Baker Ranger District	Backcountry and Climbing Rangers	\$75,000	\$78,000	\$153,000	Alternate
Total					\$4,282,544	\$3,964,827	\$8,247,371	\$2,803,307

¹Project type: E=Education

²Partial Funding

Recreation and Conservation Funding Board Resolution 2023-20

Table 1: Nonhighway Road Category
Nonhighway and Off-Road Vehicle Activities
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	68.21	22-2037M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Wenatchee River Ranger District	Developed and Dispersed Recreation	\$123,000	\$86,400	\$209,400	\$123,000
2	66.86	22-1972M	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Darrington Ranger District	Mount Loop Byway Recreation Maintenance	\$150,000	\$151,000	\$301,000	\$150,000
3	66.14	22-2129M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Valley Ranger District	Developed Recreation Campground Maintenance	\$150,000	\$286,901	\$436,901	\$150,000
4	65.5	22-2135M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	Front Country Maintenance and Operation	\$150,000	\$101,000	\$251,000	\$150,000
4	65.5	22-2232M	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District	Front Country Maintenance	\$150,000	\$65,000	\$215,000	\$150,000
6	64.79	22-2239D	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District	Greenwater Camping Improvements	\$86,310	\$91,000	\$177,310	\$86,310
7	63.93	22-2237M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Naches Ranger District	Developed and Dispersed Campground Maintenance and Operations	\$150,000	\$239,500	\$389,500	\$150,000
8	63.71	22-2154M	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Skykomish Ranger District	Highway 2 Recreation Corridor Maintenance	\$150,000	\$155,000	\$305,000	\$150,000
9	63.36	22-2137M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	Sanitation Rentals	\$33,400	\$4,000	\$37,400	\$33,400
10	61.43	22-1880M	Washington Department of Natural Resources	Southeast Region Maintenance and Operations North	\$150,000	\$124,000	\$274,000	\$150,000
11	60.93	22-1946M	Washington Department of Natural Resources	Capitol and Yacolt State Forests Facilities Maintenance and Operations	\$148,000	\$99,000	\$247,000	\$148,000
12	60.86	22-2348M	U.S. Forest Service, Colville National Forest	Facilities Maintenance and Operations	\$150,000	\$151,863	\$301,863	\$150,000

Table 1: Nonhighway Road Category
Nonhighway and Off-Road Vehicle Activities
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
13	60.43	22-2227M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Entiat Ranger District	Campgrounds and Dispersed Maintenance and Operations	\$95,000	\$95,500	\$190,500	\$47,500 ²
14	59.86	22-2014M	Washington Department of Natural Resources	Samish Overlook and Lily and Lizard Lake Campgrounds	\$70,000	\$114,500	\$184,500	\$70,000
15	59.43	22-1952D	Washington Department of Natural Resources	Cold Creek Day Use and Americans with Disabilities Act Trail Modernization	\$65,000	\$70,000	\$135,000	\$65,000
16	58.57	22-2240D	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District	Denny Creek Trail Rehabilitation	\$200,000	\$86,000	\$286,000	\$189,105 ³
17	53.93	22-2160P	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District	Tinkham Camping and Trail Improvements Design	\$132,000	\$57,000	\$189,000	Alternate
18	41.57	22-2080D	U.S. Forest Service, Gifford Pinchot National Forest	Chambers Lake Campground Improvements	\$200,000		\$200,000	Alternate
19	40.36	22-2324P	U.S. Forest Service, Gifford Pinchot National Forest	Nonmotorized Boat Ramp Design	\$45,000	\$5,000	\$50,000	Alternate
20	33.79	22-2323D	U.S. Forest Service, Gifford Pinchot National Forest	Cat Creek Chimney Campground	\$200,000		\$200,000	Not Funded ⁴
Total					\$2,597,710	\$1,982,664	\$4,580,374	\$1,962,315

¹Project type: D=Development, M=Maintenance, P=Planning

²Awarded a 2020 grant; this amount covers remaining funds needed.

³Partial Funding

⁴Withdrawn. Applicant cannot develop formal fee campground.

Recreation and Conservation Funding Board Resolution 2023-20

Table 1: Nonmotorized Category
Nonhighway and Off-Road Vehicle Activities
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	69.5	22-2139M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Wenatchee River Ranger District	Wilderness and Multi-Use Trail Maintenance	\$149,602	\$150,614	\$300,216	\$149,602
2	69.4	22-1996M	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Darrington Ranger District	Wilderness Trail Crew	\$150,000	\$217,750	\$367,750	\$150,000
3	67.9	22-2112M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Valley Ranger District	Trail Maintenance	\$149,997	\$151,721	\$301,718	\$149,997
4	67.3	22-2076M	Washington Department of Natural Resources	Snoqualmie Corridor Facilities and Trails Maintenance and Operations	\$149,900	\$150,100	\$300,000	\$149,900
5	66.6	22-1971M	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Darrington Ranger District	Front Country Trail Maintenance	\$150,000	\$108,000	\$258,000	\$150,000
6	66.5	22-2146M	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Skykomish Ranger District	Trail Maintenance	\$150,000	\$160,000	\$310,000	\$150,000
7	65.8	22-1991D	Washington Department of Natural Resources	Teaway West Fork Trails Development	\$84,500	\$87,500	\$172,000	\$84,500
8	65.6	22-2042D	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Valley Ranger District	North Summit Trails Development Phase 2	\$199,974	\$134,012	\$333,986	\$199,974
9	65.1	22-2133M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	Nonmotorized Trail Maintenance and Operations	\$150,000	\$39,000	\$189,000	\$150,000
10	64.6	22-2217D	National Park Service	Carbon River and Mowich Entrance Trails	\$200,000	\$209,928	\$409,928	\$200,000
11	64.1	22-2211M	Washington Department of Natural Resources	Elbe Equestrian System Maintenance	\$148,188	\$148,385	\$296,573	\$148,188
12	63.6	22-2199D	U.S. Forest Service, Okanogan-Wenatchee National Forest, Wenatchee River Ranger District	Number 2 Canyon Trail System Development Phase 4	\$185,506	\$193,079	\$378,585	\$185,506
13	63.2	22-2272M	U.S. Forest Service, Gifford Pinchot National Forest, Cowlitz Valley Ranger District	Nonmotorized Trails Maintenance and Operations	\$149,700	\$172,650	\$322,350	\$94,648 ²

Table 1: Nonmotorized Category
Nonhighway and Off-Road Vehicle Activities
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
14	62.9	22-2283M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Naches Ranger District	Naches Wilderness Trails Maintenance and Operations	\$150,000	\$246,500	\$396,500	Alternate
15	62.8	22-2119M	Washington Department of Natural Resources	Capitol Forest Nonmotorized Trail and Facility Maintenance	\$149,100	\$129,114	\$278,214	Alternate
16	61.0	22-1950D	King County	Taylor Mountain Trail Bridge Development Phase 2	\$200,000	\$356,000	\$556,000	Alternate
17	60.7	22-2375P	U.S. Forest Service, Okanogan-Wenatchee National Forest, Wenatchee River Ranger District	Upper Wenatchee Valley Sustainable Trails Planning	\$195,000	\$202,960	\$397,960	Alternate
18	60.6	22-2108M	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Mount Baker Ranger District	Mount Baker Ranger District Trail Maintenance	\$150,000	\$154,000	\$304,000	Alternate
19	58.1	22-2015M	Washington Department of Natural Resources	Blanchard and Harry Osborne Maintenance and Operations	\$150,000	\$200,000	\$350,000	Alternate
20	57.21	22-1956P	U.S. Forest Service, Mount Baker-Snoqualmie National Forest Headquarters	Alpine Lakes Collaborative Visitor Use Study	\$150,000	\$17,000	\$167,000	Alternate
21	55.07	22-2016D	Washington Department of Natural Resources	Olsen Creek Bridge	\$200,000	\$118,000	\$318,000	Alternate
22	54.57	22-2028D	Seattle	Discovery Park South Beach Trail	\$182,111	\$238,000	\$420,111	Alternate
23	52.86	22-2207P	U.S. Forest Service, Colville National Forest	Sxwuyit-Kaniksú Connections West Beaver Lake Layout	\$100,000	\$14,485	\$114,485	Alternate
24	52.79	22-2079D	U.S. Forest Service, Gifford Pinchot National Forest	Snowgrass Trailhead Improvements	\$155,000	\$5,000	\$160,000	Alternate
25	43.79	22-2090M	Washington Department of Fish and Wildlife	Wenas Wildlife Area Manastash Ridge Trails Maintenance	\$100,000		\$100,000	Alternate
Total					\$3,898,578	\$3,603,798	\$7,502,376	\$1,962,315

¹Project type: D=Development, M=Maintenance, P=Planning

²Partial Funding

Recreation and Conservation Funding Board Resolution 2023-20

Table 1: Off-Road Vehicle Category
Nonhighway and Off-Road Vehicle Activities
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	64.14	22-2019M	Washington Department of Natural Resources	Tahuya and Green Mountain Trails and Facilities Maintenance	\$167,425	\$168,971	\$336,396	\$167,425
2	63	22-2018M	Washington Department of Natural Resources	Tahuya 4x4 Trails Maintenance and Operation	\$165,146	\$165,368	\$330,514	\$165,146
3	62	22-1986M	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District	Evans Creek Off-Road Vehicle and Snoqualmie Ranger District Motorized Recreation	\$200,000	\$270,000	\$470,000	\$200,000
4	61.5	22-2115M	Washington Department of Natural Resources	Walker Valley Off-Road Vehicle Trails Maintenance	\$192,000	\$429,000	\$621,000	\$192,000
5	60.86	22-2223M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Entiat Ranger District	Entiat and Chelan Multiple Use Trail Maintenance and Operations	\$199,500	\$137,000	\$336,500	\$99,750 ²
6	60.29	22-2251M	Washington Department of Natural Resources	Reiter Foothills Forest Maintenance and Operations	\$191,208	\$196,400	\$387,608	\$191,208
7	60.14	22-2013M	Washington Department of Natural Resources	Straits District Motorized Trail Maintenance	\$184,800	\$130,000	\$314,800	\$184,800
8	59.79	22-2120M	Washington Department of Natural Resources	Capitol Forest Off-Road Vehicle Trail and Facility Maintenance	\$195,550	\$124,612	\$320,162	\$195,550
8	59.79	22-2136M	U.S Forest Service, Okanogan-Wenatchee National Forest, Wenatchee River Ranger District	Motorized Trail Maintenance	\$149,980	\$150,799	\$300,779	\$149,980
10	59.5	22-2421M	Northwest Motorcycle Association	Moto-Volunteer Statewide	\$107,480	\$216,500	\$323,980	\$107,480 ³
11	59	22-2210M	Washington Department of Natural Resources	Elbe Off-Road Vehicle System Maintenance	\$147,726	\$101,129	\$248,855	\$147,726
12	58.57	22-2027M	Northwest Motorcycle Association	Heavy Maintenance Crew Statewide	\$200,000	\$114,850	\$314,850	\$200,000 ³
13	57.86	22-2200M	Washington Off Highway Vehicle Alliance	2-Track Heavy Maintenance Crew	\$196,508	\$29,952	\$226,460	\$196,508 ³

Table 1: Off-Road Vehicle Category
Nonhighway and Off-Road Vehicle Activities
2023-2025

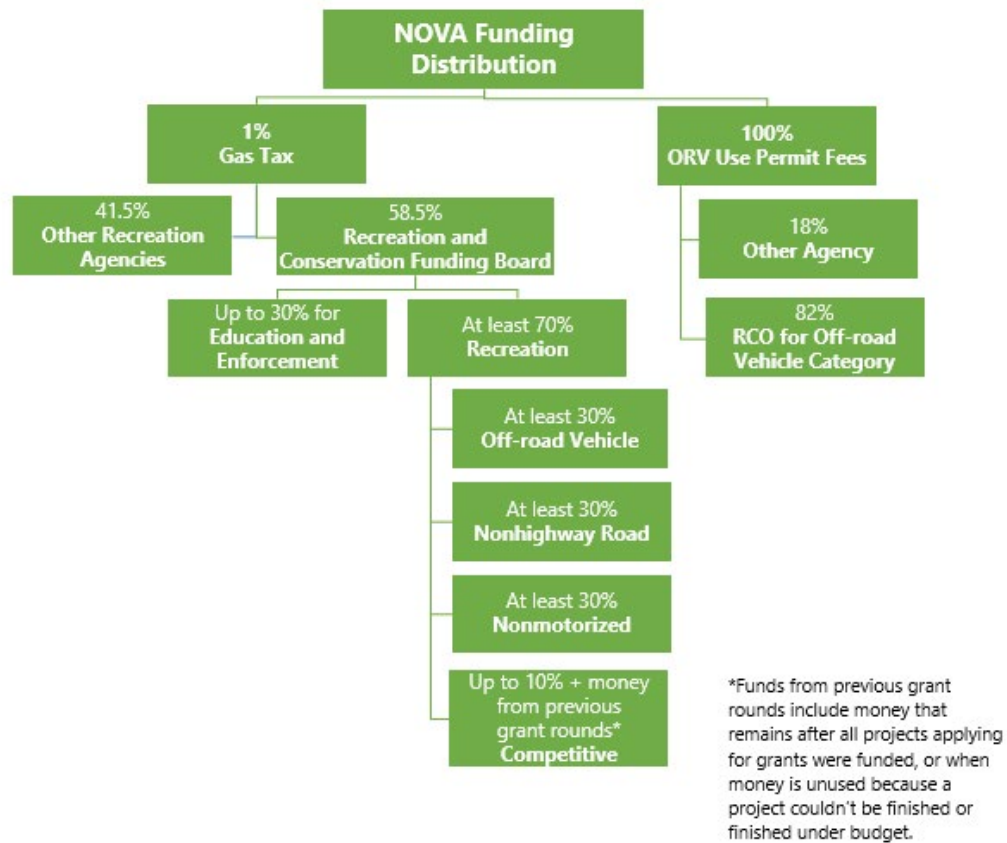
Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
14	57.57	22-2279M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Naches Ranger District	Motorized Trails Maintenance and Operations	\$150,000	\$210,060	\$360,060	\$150,000
15	57.29	22-2132M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	South Zone Off-Road Vehicle Maintenance	\$188,000	\$21,000	\$209,000	\$188,000
16	56.79	22-2131M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Cle Elum Ranger District	North Zone Off-Road Vehicle Maintenance	\$191,500	\$21,600	\$213,100	\$191,500
16	56.79	22-2271M	U.S. Forest Service, Gifford Pinchot National Forest, Cowlitz Valley Ranger District	Motorized Trails Maintenance and Operations	\$195,700	\$196,650	\$392,350	\$195,700
18	56.64	22-2113M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Valley Ranger District	Motorized Trail Maintenance	\$99,215	\$51,345	\$150,560	\$99,215
19	56.5	22-1878M	Washington Department of Natural Resources	Ahtanum Off-Road Vehicle Facilities and Trail Maintenance	\$200,000	\$134,300	\$334,300	\$200,000
19	56.5	22-2173M	State Parks and Recreation Commission	Riverside State Off-Road Vehicle Maintenance and Operations	\$156,768	\$115,056	\$271,824	\$156,768
21	56	22-2157M	Grant County	Grant County Off-Road Vehicle Maintenance and Operation	\$59,990	\$40,010	\$100,000	\$59,990
22	54.21	22-2064D	Washington Department of Natural Resources	Reiter Foothills Trailhead Development	\$719,000	\$1,094,000	\$1,813,000	\$719,000
23	52.07	22-2201M	Washington Off Highway Vehicle Alliance	2-Track Maintenance Volunteer Support	\$66,575	\$6,241	\$72,816	\$66,575 ³
24	43.93	22-2081D	Spokane County	Airway Heights Off-Road Vehicle Park Phase 1 Renovations	\$336,320	\$205,900	\$542,220	\$336,320
25	36.43	22-2270P	State Parks and Recreation Commission	Riverside State Park Off-Road Vehicle Area Improvements	\$320,000		\$320,000	\$120,318 ⁴
26	26.93	22-1960D	Ferry County	Eagle Track Raceway Improvement	\$439,000		\$439,000	Not Funded ⁵

Table 1: Off-Road Vehicle Category
Nonhighway and Off-Road Vehicle Activities
 2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant	Applicant	Proposed	
					Request	Match	Total	Grant Award
Total					\$5,419,391	\$4,330,743	\$9,750,134	\$4,680,959

¹Project type: D=Development, M=Maintenance, P=Planning
²Awarded a 2020 grant; this amount covers remaining funds needed.
³Off-Road Vehicle permit fees used per the NOVA Subommittee.
⁴Partial Funding
⁵Grant applicant did not certify match. Project is not eligible for funding.
 Recreation and Conservation Funding Board Resolution 2023-20

NOVA Distribution of Funds



Recreation and Conservation Funding Board Decision
Memo

Item **14E**

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Approve Grants for the 2023-25 Biennium
Recreational Trails Program

Prepared By: Marguerite Austin, Recreation and Conservation Section Manager

Summary

The Legislature approved up to \$5 million in spending authority for the federal Recreational Trails Program. Recreation and Conservation Office staff is requesting approval of the final ranked lists and grant awards for projects meeting statutory and policy requirements.

Board Action Requested

This item will be a: ☒ Request for Decision
☐ Request for Direction
☐ Briefing

Resolution: 2023-21

Purpose of Resolution: Approve the final ranked lists and award grants to projects shown in Table 1 for each category.

Background

The Recreational Trails Program (RTP) is a federal assistance program to assist states in creating and maintaining motorized and nonmotorized recreational trails. The federal program supports recreational trail uses that include walking, hiking, bicycling, in-line skating, horseback riding, cross-country skiing, snowmobiling, and off-road motorized vehicle driving, including off-road motorcycling, and all-terrain and four-wheel vehicle riding. RTP grants may be used to maintain, restore, or develop trail related facilities. The education category funds education programs that convey a safety or environmental protection message.

Application Process

Applicants submitted forty-three grant applications to the Recreation and Conservation Office (RCO) in 2022, requesting approximately \$4 million in grant funds. Following RCO staff review and applicants' revisions and resubmittal of final proposals, the funds requested increased to nearly \$4.3 million. In the winter of 2023, the RTP advisory committee evaluated and ranked the applications, using criteria adopted by the Recreation and Conservation Funding Board (board).

In anticipation of legislative approval of a state capital budget that would include funding for RTP, the board adopted the preliminary ranked lists of projects via Resolution 2023-13 at the April 2023 meeting.

Certification of Match Required

RTP applicants must provide a minimum twenty percent match for a federal RTP grant. Except for federal or state agencies or Native American tribes, at least ten percent of the total project cost must be provided in the form of a non-state, non-federal contribution. Board-adopted administrative rule requires applicants that include match in the proposals to certify matching funds available before the funding meeting.¹ Staff notified applicants of this requirement on April 8 and May 1, 2023. Most applicants have certified that their matching funds are available. However, we do not have match certifications for the following projects:

RTP General

- Rank 21 - Stewart's Park Trail Improvements ([22-1994M](#)). The City of Aberdeen did not certify match because it received other funding to complete the project.
- Rank 22 – Theler Wetlands Trail Reconnection ([22-2026D](#)). The Hood Canal Salmon Enhancement Group did not certify match because it was unable to secure the required matching resources.
- Rank 34 – Stewart's Park Trail Bridge Replacement ([22-2555D](#)). The City of Aberdeen did not certify match because it received other funding to complete the project.
- Rank 36 – Columbia Springs Access Improvement ([22-2362M](#)). Columbia Springs did not certify match by the required certification deadline.

These four applications are no longer eligible for funding consideration and are shown as "Not Eligible" on the final ranked lists in Table 1.

¹ Washington Administrative Code 286-13-040(3)

In addition, the following application is eligible for partial funding only for the reason stated below.

RTP General

- Rank 23– Snowmobile Trails Maintenance ([22-2367M](#)). The U.S. Forest Service, Okanogan-Wenatchee National Forest, Chelan Ranger District has met the qualifications for receiving a grant approved during the 2020 grant cycle ([20-2221M](#)). The agreement extends through October 31, 2025, and the funds provide for maintenance of the same area included in the 2022 application. The proposed partial 2022 grant award provides the additional funding needed to complete the full scope of work.

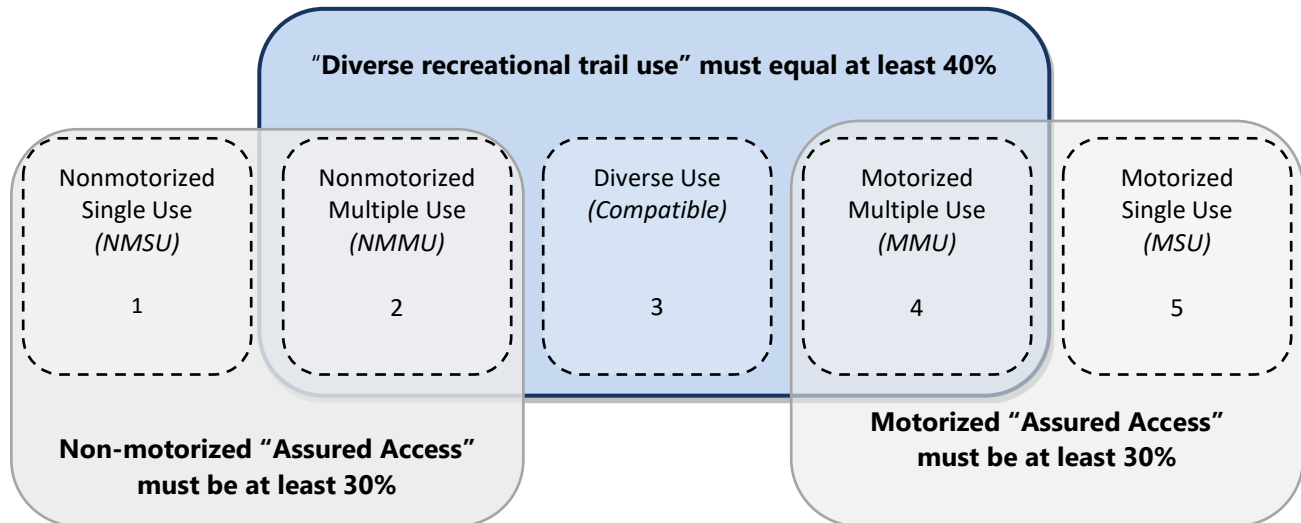
Program Funding and Legislative Authority

The RTP applies the “user-pay/user-benefit” philosophy of the Federal Highway Trust Fund. Trail users pay the federal motor fuel excise tax for fuel used for nonhighway recreational trail use and receive the benefit of the RTP through funds provided to states for trail projects. The RTP was reauthorized as part of the [Fixing America’s Surface Transportation \(FAST\) Act](#), for federal fiscal years 2016-20. FAST is a federal law to provide long-term funding certainty for surface transportation infrastructure planning and investment. Since the law was enacted, the Federal Highway Administration continued to implement the law by making funds available to the states for programs like RTP.

On November 15, 2021, the Infrastructure Investment and Jobs Act (Public Law 117-58), also known as the [Bipartisan Infrastructure Law of 2021](#), reauthorized the RTP through federal fiscal year 2026 as a set-aside from the Transportation Alternatives Set-Aside under the Surface Transportation Block Grant. The amount set aside for each state is equal to the apportionment approved for federal fiscal year 2009.

Assured Access Allocation

RTP has five overlapping funding classes. The classes apply to both General and Education category projects. Grant proposals are classified as to the types of trails that the project work is targeting.



Under the provisions of the RTP governing act², the board must observe the following requirements in awarding funds among these classes:

- A minimum of forty percent of the funds must be given to projects that serve diversified trail uses (classes two, three, and four).
- A minimum of thirty percent of the project funds *must* be reserved for uses relating to motorized recreation (classes four and five). These are known as assured access.
- A minimum of thirty percent also *must* be reserved for uses relating to non-motorized recreation (classes one and two). These are known as assured access, also.

A state *may* allocate up to five percent of its total apportionment for programs that promote trail safety and environmental protection. The RTP Advisory Committee recommends that the board allocate five percent of its funding for education category projects.

Education proposals are also funded using the assured access allocations. The primary challenge with Education Category projects is that funds must be expended within the federal fiscal year, which runs from October 1 through September 30. This presents a

² Part B of the Intermodal Surface Transportation Efficiency Act of 1991, amended in the National Highway System Designation Act of 1995, and SAFETEA-LU of 2005.

significant challenge for winter recreation projects since the federal apportionment is approved in the spring and federal agencies have not received the appropriate authority to use the board-approved Advanced Implementation Waiver option for these projects.³

Legislative Action and Funding Strategy

The Legislature passed the 2023-25 state capital budget, which includes authorization of up to \$5 million in federal funds for RTP projects. The RCO accepts RTP grant proposals every other year, even though the state receives a new RTP allocation each federal fiscal year. The funding authority for this biennium covers federal fiscal years 2023 and 2024. While the federal fiscal year begins October 1 of each year, Washington State typically does not receive its federal apportionment until six months after the start of the federal fiscal year.

RCO received notice of its apportionment of \$1,867,407 for federal fiscal year 2023, in January. RCO expects to receive the same amount for federal fiscal year 2024. With board approval, staff will allocate two years of RTP funding, approximately \$3.7 million, to this current list of projects. The first allocation will be in June 2023. The next will occur after RCO receives federal spending authority for federal fiscal year 2024. This table shows the proposed distribution of the \$1.8 million currently approved for federal fiscal year 2023, less funds set aside for program administration.

RTP Classes	Percent Allocated	General Category	Education Category	Total
Motorized	30%	\$511,152	\$26,903	\$538,055
Nonmotorized	30%	\$511,152	\$26,903	\$538,055
Diverse	40%	\$681,535	\$35,870	\$717,405
Total		\$1,703,839	\$89,676	\$1,793,515

While the advisory committee recommends use of five percent of the allocation for Education Category projects, if the category is undersubscribed, funds are carried over to projects in the General Category.

As shown in Table 1, *Recreational Trails Program, Final Ranked List and Grant Awards, 2023-25*, the available dollars will provide full funding for four motorized maintenance projects, and one-year funding for twenty-two maintenance and seven education projects.

³ Resolution 2019-04

Analysis

Strategic Plan Link

Consideration of these 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 strategy to conduct its work in a fair and open manner, as well as its goal to deliver successful projects by using broad public participation. The criteria for selecting projects support strategic investments in the protection, restoration, and development of recreation opportunities.

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

Public Comment

The board received written testimony and public comments about these projects in April 2023. Any additional public comment will be provided at the upcoming meeting.

Staff Recommendation

RCO staff recommend approval of the final ranked lists of projects and the funding amounts shown in Table 1 for each RTP category.

Next Steps

If the board approves the ranked lists and funding amounts, starting July 1 and with RCO Director authorization, staff will issue agreements for all projects recommended for funding. Most maintenance and education projects will receive half of the grant now and the remaining funds when the Federal Highway Administration appropriates federal fiscal year 2024 funds.

Attachments

- A. Resolution #2023-21 including Table 1 – *Recreational Trails Program, Final Ranked Lists and Grant Awards, 2023-25*

**Recreation and Conservation Funding Board
Resolution 2023-21
Recreational Trails Program
Approval of the Ranked List and Grant Awards for the 2023-25**

WHEREAS for the 2023-25 biennium, forty-three Recreational Trails Program (RTP) projects are being considered for funding; and

WHEREAS the projects provide for maintaining recreational trails, developing trailhead facilities, and operating environmental education and trail safety programs, thereby supporting the Recreation and Conservation Funding Board's (board) strategy to provide partners with funding to enhance recreation opportunities statewide; and

WHEREAS the advisory committee and board have discussed and reviewed these evaluations in open public meetings, as part of the competitive selection process outlined in Washington Administrative Code 286-13-020, thereby supporting the board's strategy to ensure that its work is conducted with integrity and in a fair and open manner; and

WHEREAS *Table 1 – Recreational Trails Program, Final Ranked Lists and Grant Awards, 2023-25* now indicates the ineligible projects since the sponsor has not certified match, has already received funding, or has withdrawn the proposal; and

WHEREAS the remaining projects have met program eligibility requirements as stipulated in Federal Highways Administration's *Recreational Trails Program Guidance*, Washington Administrative Code, and Manual 16, *Recreational Trails Program*; and

WHEREAS the Legislature has enacted the state capital budget, which includes spending authority for the federal Recreational Trails Program for the 2023-25 biennium.

NOW THEREFORE BE IT RESOLVED that the Recreation and Conservation Funding Board hereby approves the final ranked lists and awards grants to the projects depicted in *Table 1 – Recreational Trails Program, Final Ranked Lists and Grant, 2023-25*.

BE IT FURTHER RESOLVED that the board delegates authority to the Recreation and Conservation Office (RCO) Director to distribute federal fiscal year 2024 funds to this list of projects also, pending federal spending authority; and

BE IT FURTHER RESOLVED that the board authorizes RCO's Director to execute project agreements necessary to facilitate prompt project implementation.

Resolution moved by: Member Kathleen Craig

Resolution seconded by: Member Michael Shiosaki

Adopted/Defeated/Deferred (underline one)

Date: June 28, 2023

**Table 1: Education Category
Recreational Trails Program
2023-2025**

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	21.0	22-2285 E	U.S. Forest Service, Okanogan-Wenatchee National Forest, Naches Ranger District	Wilderness Education Rangers	\$20,000	\$12,000	\$32,000	\$10,000 ²
2	20.6	22-2309 E	Mount Saint Helens Institute	Mount Saint Helens Stewards for Responsible Recreation	\$15,000	\$29,551	\$44,551	\$7,500 ²
2	20.6	22-2371 E	U.S. Forest Service, Okanogan-Wenatchee National Forest, Chelan Ranger District	Lake Wenatchee and Entiat Snow Ranger	\$20,000	\$16,500	\$36,500	\$10,000 ²
4	19.8	22-2368 E	Mountains to Sound Greenway Trust	Trailhead Ambassadors: Mountains to Sound Greenway	\$20,000	\$5,000	\$25,000	\$10,000 ²
5	18.6	22-2288 E	Pacific Northwest 4-Wheel Drive	Protect and Educate Trail Users	\$14,759	\$5,100	\$19,859	\$7,380 ²
6	18.3	22-2386 E	Back Country Horsemen of Washington	Scouts and Stock On The Trail	\$14,000	\$12,350	\$26,350	\$7,000 ²
7	15.3	22-2352 E	Tall Timber Ranch	Outdoor Ethics for Washington Students	\$20,000	\$10,250	\$30,250	\$10,000 ²
Total					\$123,759	\$90,751	\$214,510	\$61,880

¹Project type: E=Education

²Partial fundng

³Recreation and Conservation Funding Board Resolution 2023-21

**Table 1: General Category
Recreational Trails Program
2023-2025**

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	72.25	22-2195M	Evergreen Mountain Bike Alliance	Eastern Washington Volunteer Trail Maintenance	\$100,000	\$200,000	\$300,000	\$50,000 ²
2	71.58	22-1822M	Back Country Horsemen of Washington	Restoring and Maintaining Olympic Peninsula Trails	\$124,564	\$256,562	\$381,126	\$62,282 ²
3	71.25	22-2194M	Evergreen Mountain Bike Alliance	Western Washington Volunteer Trail Maintenance	\$150,000	\$390,000	\$540,000	\$75,000 ²
4	70.67	22-2164M	Pacific Northwest Trail Association	Pacific Northwest Trail Statewide Stewardship	\$150,000	\$150,000	\$300,000	\$75,000 ²
5	70.58	22-1898M	Washington Trails Association	Statewide Backcountry Trail Maintenance	\$150,000	\$578,214	\$728,214	\$75,000 ²
6	70.08	22-1897M	Washington Trails Association	Statewide Volunteer Trail Maintenance	\$150,000	\$748,160	\$898,160	\$75,000 ²
7	69.67	22-2145M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Chelan Ranger District	Lower Lake Chelan Summer and Winter Trails	\$150,000	\$130,000	\$280,000	\$75,000 ²
8	69.58	22-1982M	Back Country Horsemen of Washington	Reopening At-Risk Trails Statewide	\$127,500	\$255,000	\$382,500	\$63,750 ²
9	69.5	22-2147M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Chelan Ranger District	Upper Lake Chelan Basin Trail Maintenance	\$150,000	\$123,225	\$273,225	\$75,000 ²
10	69.08	22-2114M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Methow Valley Ranger District	Mixed Use Deferred Trail Maintenance	\$150,000	\$156,865	\$306,865	\$75,000 ²
11	68.83	22-2202M	U.S. Forest Service, Mount Baker-Snoqualmie National Forest, Snoqualmie Ranger District	Alpine Lakes Trail Maintenance	\$150,000	\$150,001	\$300,001	\$75,000 ²
12	67	22-2262M	Mountains to Sound Greenway Trust	Mountains to Sound Greenway Trail Maintenance	\$150,000	\$150,000	\$300,000	\$75,000 ²
13	66.67	22-1896M	Washington Trails Association	Statewide Youth Trail Maintenance	\$150,000	\$519,580	\$669,580	\$75,000 ²
14	66.33	22-1892M	Back Country Horsemen of Washington	Maintaining Endangered Trails	\$150,000	\$301,615	\$451,615	\$75,000 ²
15	66.08	22-2001M	Washington Climbers Coalition	Maintain Washington State's Climbing Access Trails	\$42,560	\$56,100	\$98,660	Alternate

**Table 1: General Category
Recreational Trails Program
2023-2025**

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
16	64.58	22-2216M	National Park Service	Carbon River and Mowich Entrance Trails	\$150,000	\$184,150	\$334,150	\$75,000 ²
17	64.17	22-2422M	Northwest Motorcycle Association	Moto-Volunteer Statewide	\$121,195	\$417,980	\$539,175	\$121,195
18	63.83	22-2101M	Nooksack Nordic Ski Club	Nooksack Nordic Ski Club Trail Maintenance and Grooming	\$25,500	\$59,680	\$85,180	\$12,750 ²
19	62.83	22-2337M	Mount Tahoma Trails Association	Winter Grooming and Trail Maintenance	\$15,000	\$106,040	\$121,040	\$7,500 ²
20	62.33	22-2166M	Washington Department of Natural Resources	Hood Canal District Non-Motorized Maintenance	\$40,990	\$47,405	\$88,395	\$20,495 ²
21	62.17	22-1994M	Aberdeen	Stewart's Park Trail Improvements	\$11,060	\$14,241	\$25,301	Not Funded ³
22	61.25	22-2026D	Hood Canal Salmon Enhancement Group	Theler Wetlands Trail Reconnection	\$150,000	\$785,000	\$935,000	Not Funded ³
23	60.33	22-2367M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Chelan Ranger District	Snowmobile Trails Maintenance	\$111,000	\$92,000	\$203,000	\$55,500 ⁴
24	58.17	22-2282M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Naches Ranger District	Naches Motorized Trails Deferred Maintenance and Operations	\$150,000	\$206,280	\$356,280	\$150,000
25	57.92	22-2023D	Seattle	Discovery Park South Beach Trail	\$150,000	\$270,111	\$420,111	Alternate
26	57.75	22-2327D	University Place	Adriana Hess Wetland Boardwalk	\$117,250	\$117,250	\$234,500	Alternate
27	57	22-2284M	U.S. Forest Service, Okanogan-Wenatchee National Forest, Naches Ranger District	Naches Wilderness Trails Deferred Maintenance and Operations	\$150,000	\$220,000	\$370,000	\$75,000 ²
28	55.42	22-2420M	Northwest Motorcycle Association	Heavy Maintenance Crew Statewide	\$150,000	\$432,400	\$582,400	\$150,000
29	54.83	22-2030D	State Parks and Recreation Commission	Hamilton Mountain Trail Reroute at Beacon Rock State Park	\$142,000	\$47,500	\$189,500	Alternate

**Table 1: General Category
Recreational Trails Program
2023-2025**

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
30	51.83	22-1990M	U.S. Forest Service, Gifford Pinchot National Forest	Mount Saint Helens National Volcanic Monument Front Country Trails	\$140,000	\$47,950	\$187,950	\$19,183 ²
31	50.83	22-2389M	Whatcom Snowmobile Association	Nooksack Glacier Area Snopark Route Maintenance	\$26,060	\$11,620	\$37,680	\$26,060
32	50.08	22-2044D	Chewelah Valley Land Trust	Gold Hill Community Forest Trailhead and Boardwalk	\$73,203	\$23,497	\$96,700	Alternate
33	49.92	22-2176M	Mountain Trails Grooming Association	Methow Area Snowmobile Trail Maintenance and Grooming	\$122,968	\$32,000	\$154,968	\$17,920 ²
34	49.58	22-2555D	Aberdeen	Stewart's Park Trail Bridge Replacement	\$66,500	\$16,626	\$83,126	Not Funded ³
35	46.92	22-1981M	Yakima Greenway Foundation	Trail Maintenance at Yakima Greenway	\$124,000	\$31,848	\$155,848	Alternate
36	46.42	22-2362M	Columbia Springs	Columbia Springs Access Improvement	\$75,000	\$37,564	\$112,564	Not Funded ³
Total					\$4,156,350	\$7,366,464	\$11,522,814	\$1,731,635

¹Project Type: D=Development, M=Maintenance

²Partial Funding

³Applicant did not certify match. Project is not eligible for funding.

⁴Awarded a 2020 grant; this amount covers remaining funds needed.

Recreation and Conservation Funding Board Resolution 2023-21



Recreation and Conservation Funding Board Decision Memo

Item

14F

APPROVED BY DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Approve Grants for the 2023-25 Biennium
Washington Wildlife and Recreation Program

Prepared By: Marguerite Austin, Recreation and Conservation Section Manager

Summary

The Legislature approved \$120 million for the Washington Wildlife and Recreation Program. Recreation and Conservation Office (RCO) staff is requesting approval of the final ranked list and grant awards for projects meeting statutory and policy requirements.

Board Action Requested

This item will be a: ☒ Request for Decision
☐ Request for Direction
☐ Briefing

Resolution: 2023-22

Purpose of Resolution: Approve the final ranked list and grant awards for the projects shown in Table 1.

Background

The Washington Wildlife and Recreation Program (WWRP) provides grants to purchase, develop, renovate, restore, and protect farms, forests, habitats, parks, public access sites, and trails.

Application Process

Applicants submitted 176 WWRP grant applications to the Recreation and Conservation Office (RCO) in 2022, requesting almost \$155 million in grant funds. Early in the process, applicants withdrew or RCO staff terminated applications that missed critical deadlines, were ineligible, or were not ready to proceed. In the summer of 2022, seven WWRP

advisory committees evaluated and ranked the remaining 165 applications using criteria adopted by the Recreation and Conservation Funding Board (board).

In October 2022, the board approved a preliminary ranked list¹ for each WWRP category for submittal to the Governor by the November 1 deadline. The lists forwarded to the Governor included 165 projects requesting nearly \$156 million. The Governor submitted the lists to the Legislature without changes.

Certification of Match Required

The statutory match requirements for WWRP are specified in the Revised Code of Washington 79A.15. Nonprofit organizations must provide a minimum fifty percent or 1:1 match for a WWRP project. Local agency applicants must provide a minimum fifty percent match unless they qualify for a match reduction. Board policy allows this exception for communities in need, counties in need, underserved populations, or because the applicant is providing facilities in a federal disaster area. The match reduction policy was adopted for the Local Parks, Trails, and Water Access categories only. Except for state agencies and Native American tribes, at least 10 percent of the total project cost must be provided in the form of a non-state, non-federal contribution. The board waived the 10 percent non-state, non-federal requirement for the Farm and Forest Account for the 2022 and 2024 grant cycles. State agency applicants are exempt from providing a match.

All applicants, however, that include match as part of their proposal must certify that they have matching funds available before the funding meeting.² Staff notified applicants of this requirement on April 4 and May 1, 2023, and grant managers emailed or called applicants who had not responded before the May 9, 2023, deadline. Most applicants have certified that their matching funds are available. However, we do not have match certifications for the following projects:

WWRP Farmland Preservation Category

- Rank 8 – Wolf Creek Agricultural Conservation Easement, Phase II ([22-1230A](#)). The Methow Conservancy did not certify match because it was able to place an easement on the property using funds from the Farmland Preservation grant for Phase I ([20-1573A](#)).
- Rank 18 – Kreger Lake Pavlov Parcel ([22-1688A](#)). Forterra did not certify match because the landowner could no longer donate land value and Forterra was unable to secure other matching resources.

¹ Resolutions 2022-18 through 2022-29

² Washington Administrative Code 286-13-040(3)

WWRP Forestland Preservation Category

- Rank 1 – Whistling Pines Family Forest ([22-1765A](#)): Forterra did not certify match for this project because it decided to reduce the scope of the project and reapply in 2024.

WWRP Local Parks Category

- Rank 30 – South Whidbey Community Park Outdoor Amphitheater ([22-1447D](#)): South Whidbey Parks and Recreation District did not certify match for this project due to a lack of matching funds.
- Rank 32 – South Whidbey Sports Complex Artificial Turf Field ([22-1449D](#)): South Whidbey Parks and Recreation District did not certify match for this project due to a lack of matching funds.
- Rank 38 – Cathlamet Waterfront Park ([22-1276D](#)): The Town of Cathlamet did not certify match because the pending 2020 project ([20-1253D](#)) received a full grant of unspent WWRP funds after Cathlamet submitted the 2022 project proposal.
- Rank 40 – Sandhill Park Multi-Purpose Field ([22-1410D](#)): Mason County did not certify match because it does not have the necessary financial resources.
- Rank 47 – Union Park ([22-1388D](#)): Mason County did not certify match because it does not have the necessary financial resources.
- Rank 55 – Rock Creek Horse Park ([22-1248D](#)): King County did not certify match for this project because of its ranking and a lack of matching funds.
- Rank 59 – Maple Park ([22-1727D](#)): Town of La Conner did not certify match due to the low ranking and a change in priorities.

WWRP State Lands Development

- Rank 6 - North Fork Nooksack River Access ([22-1286D](#)): The Department of Natural Resources did not certify match due to permitting issues associated with future development of the project worksite.

WWRP Trails Category

- Rank 9 – Meadowbrook Farm Baqwab Prairie Loop Trail ([22-1470D](#)): The City of North Bend did not certify match for this project because of its ranking.
- Rank 15 – Redmond Central Connector 3 ([22-1531D](#)): The City of Redmond did not certify a match for this project because of its low ranking.

- Ranked 16 – Old Clifton Trail to McCormick Woods Park ([22-1414D](#)): Port Orchard did not certify match for this project because of its low ranking.

These thirteen applications are no longer eligible for funding consideration and are shown as “Not Eligible” on the final ranked lists in Table 1.

Projects Certifying Partial Match or Not Moving Forward

WWRP Critical Habitat

- Rank 6 - McLoughlin Falls West ([22-1233A](#)): The Department of Fish and Wildlife has withdrawn this project because the Confederated Tribes of the Colville Reservation purchased the property for conservation purposes.

WWRP State Parks

- Rank 9 - Riverside State Park Little Spokane River Robinson Property ([22-1677A](#)): Washington State Parks and Recreation Commission has withdrawn this project because there is an unwilling seller.

WWRP Urban Wildlife Habitat

- Rank 5 - Quimper Wildlife Corridor Additions ([22-1415A](#)): Jefferson Land Trust (JLT) certified partial match because a pending 2020 project ([20-1283A](#)) received unspent WWRP funds after JLT submitted the 2022 project proposal. If the board awards a grant for the 2022 project, it will provide the funds JLT needs to secure properties it was unable to purchase with the 2020 award because of increasing property values.

Staff will provide a summary report on allocation of unused funds at upcoming board meetings.

Program Funding and Legislative Action

The Legislature passed the 2023-25 state capital budget, which includes an appropriation of \$120 million for WWRP. Funding comes from the sale of general obligation bonds. Statutorily, the funds are divided into three accounts that are comprised of twelve categories.

The Legislature also approved lists of projects recommended for either funding or an alternate status. The projects are in LEAP Capital Document No. RCO-1-2023. This year, for the first time in many years, the Legislature removed two projects from the list:

- Department of Fish and Wildlife, Maloney Mountain ([22-1232A](#)): Critical Habitat Category, Rank 7
- Department of Natural Resources, Lacamas Prairie Natural Area ([22-1291A](#)): Natural Areas Category, Rank 4.

It is unclear why the Legislature removed these projects, and RCO staff are following-up with legislative staff to learn why and see if there is a possibility of reinstating the projects. Although the Legislature removed projects, there remains a healthy list of alternates in five oversubscribed categories.

Fund Distribution

Attachment B includes the funding formula and a summary of the funds available for each category for the 2023-25 biennium. RCW 79A.15 outlines the distribution of funds for each account and includes specific instructions for some categories. Also, the statute delegates authority to the board to adopt policies for allocating funds for acquisition costs for the State Parks and Local Parks categories. To ensure allocation of funds to local entities for conservation purposes, the board adopted a policy that designates the distribution of funds for the Urban Wildlife Habitat category.

Here are the key statutes or policies used for RCO staff's funding recommendation:

- Local Parks Category: At least forty percent of the funds must be used for acquisition costs. By law, the remaining fifty percent must be used for development.
- State Parks Category: At least fifty percent of the funds must be used for acquisition costs. By law, the remaining fifty percent must be used for development.
- Water Access Category: At least seventy-five percent of the funds must be used for acquisition costs.
- State Lands Development and Renovation Category: No more than ten percent or \$3 million may be used for this category. Funds above this amount are allocated to the Water Access Category.
- State Lands Restoration and Enhancement Category: No more than ten percent or \$3 million may be used for this category. Funds above this amount are allocated to the Riparian Protection Category.
- Urban Wildlife Habitat Category: Grants will be awarded as follows:
 - First, forty-five percent to local agencies, Native American tribes, nonprofit organizations, and salmon recovery lead entities.
 - Second, forty-five percent to state agencies.

- Third, ten percent to fully fund partially funded local agency, Native American tribe, and nonprofit organizations.
- Then fully fund partially funded state agency projects and apply any remaining amount to the next highest ranked project(s), regardless of sponsor.

At the \$120 million funding level, 124 projects will be fully funded, and nine projects will receive partial funding.

Analysis

Strategic Plan Link

Consideration of these grant awards supports the board's goal to protect, preserve, develop, restore, and enhance habitat and outdoor recreation opportunities that benefit people, fish and wildlife, and ecosystems. The grant process supports the board's goals to achieve a high level of accountability in managing the resources and responsibilities entrusted to it and to deliver successful projects by using broad public participation and feedback, monitoring, assessment, and adaptive management. The criteria for selecting projects support strategic investments in the protection, restoration, and development of habitat and recreation opportunities.

Public Comment

The board received written testimony and public comment about these projects in October 2022. Any additional public comment will be provided at the upcoming meeting.

Staff Recommendation

RCO staff recommends approval of the ranked list of projects and the funding amounts shown in Table 1 for each WWRP category.

Next Steps

If the board approves the lists and funding amounts, the RCO director would be authorized to execute project agreements for projects that meet all program requirements.

Attachments

- A. Resolution 2023-22, including Table 1 – Washington Wildlife and Recreation Program, Final Ranked List and Grant Awards, 2023-25 Biennium

B. Washington Wildlife and Recreation Program Funding Formula

Recreation and Conservation Funding Board
Resolution #2023-22
Washington Wildlife and Recreation Program
Approval of the Final Ranked List and Grant Awards for the 2023-25 Biennium

WHEREAS the Recreation and Conservation Funding Board (board) recommended a ranked list of eligible Washington Wildlife and Recreation Program (WWRP) projects to the Governor for inclusion in the 2023-25 State Capital Budget; and

WHEREAS the 2023 Legislature approved projects contained in Legislative Evaluation and Accountability Program Capital Document No. RCO 1-2023; and

WHEREAS the projects in the Farm and Forest Account protect important agricultural and timber lands through perpetual conservation easements, thus supporting the board's strategic goals to provide partners with funding to protect and enhance working farm and forest lands and to maximize the useful life of board-funded projects; and

WHEREAS the projects in the Habitat Conservation Account (a) acquire lands for protection, management, and public enjoyment of wildlife species, (b) restore existing lands to self-sustaining functionality, (c) protect areas that have retained their natural character and are important in preserving species or features of value, and (d) preserve riparian corridors that provide functional habitat for salmonids and other fish and wildlife species, thereby supporting the board's strategic goal to provide partners with funding to protect, preserve, restore, and enhance habitats that help sustain Washington's biodiversity, protect game, non-game, and listed species, and maintain fully function ecosystems; and

WHEREAS the Outdoor Recreation Account projects involve acquisition, development, and/or renovation of properties for outdoor recreation, public access on state lands, trails, and access to water, thereby supporting the board's strategy to provide partners with funding to protect, preserve, restore, and enhance recreation opportunities statewide; and

WHEREAS the board has reviewed and discussed these projects in open public meetings, as part of the competitive selection process outlined in Washington Administrative Code 286-13-020, thereby supporting the board's strategy to ensure that its work is conducted with integrity and in a fair and open manner, and the board's goal to deliver successful projects by inviting competition and by using broad public participation and feedback; and

WHEREAS *Table 1 – Washington Wildlife and Recreation Program, Final Ranked List and Grant Awards, 2023-25* now indicates the projects that are not eligible for funding

because the Legislature has not approved the project, or the sponsor has not certified match or has withdrawn the proposal; and

WHEREAS the remaining projects have met program eligibility requirements as stipulated in statute, administrative rule, and the board's program policies; and

WHEREAS funding these projects would further the board's goal to make strategic investments that are guided by community support and established plan priorities and to fund the best projects as determined by the evaluation process; and

WHEREAS the 2023-25 Capital Budget includes \$120 million for WWRP; and

WHEREAS RCW 79A.15.030(8) authorizes the Recreation and Conservation Office (RCO) to retain a portion of the WWRP appropriation for administration of the program;

NOW THEREFORE BE IT RESOLVED that the Recreation and Conservation Funding Board hereby approves the final ranked list of WWRP projects contained in LEAP Capital Document No. RCO 1-2023 and reflected in Table 1 – *Washington Wildlife and Recreation Program Final Ranked List and Grant Awards for the 2023-25 Biennium*; and

BE IT FURTHER RESOLVED that a portion of the WWRP funds be subtracted from the appropriation, to be used for administration of the program, and the remaining funds be distributed to the twelve WWRP funding categories according to statutory requirements and board policy; and

BE IT FURTHER RESOLVED that the board hereby approves the funding amounts shown in Table 1 – *Washington Wildlife and Recreation Program Final Ranked List and Grant Awards for the 2023-25 Biennium* and authorizes RCO's Director to execute agreements necessary to facilitate prompt project implementation.

Resolution moved by:

Member Peter Herzog

Resolution seconded by:

Member Kathleen Craig

Adopted/Defeated/Deferred (underline one)

Date:

June 28, 2023

Critical Habitat Category

Washington Wildlife and Recreation Program
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	45.4	22-1630 A	Columbia Land Trust	Klickitat Oaks Phase 1	\$4,328,900	\$4,328,900	\$8,657,800	\$4,328,900
2	44.0	22-1274 A	Chelan-Douglas Land Trust	Castle Rock Ridge Acquisition	\$660,000	\$674,000	\$1,334,000	\$660,000
3	43.6	22-1234 C	Washington Department of Fish and Wildlife	South Sound Prairies	\$3,345,000		\$3,345,000	\$3,345,000
4	41.8	22-1275 A	Chelan-Douglas Land Trust	Kane Ranch Conservation Easement	\$298,500	\$1,100,000	\$1,398,500	\$298,500
5	41.4	22-1235 A	Washington Department of Fish and Wildlife	Hunter Mountain North	\$4,500,000		\$4,500,000	\$4,500,000
6	41.2	22-1233 A	Washington Department of Fish and Wildlife	McLoughlin Falls West	\$2,220,000		\$2,220,000	Not Funded ²
7	37.0	22-1232 A	Washington Department of Fish and Wildlife	Maloney Mountain	\$550,000		\$550,000	Not Funded ³
Total					\$15,902,400	\$6,102,900	\$22,005,300	\$13,132,400

¹Project type: A=Acquisition, C=Combination

²Withdrawn. Property bought by another organization.

²No legislative authority for funding

Recreation and Conservation Funding Board Resolution 2023-22

Farmland Preservation Category

Washington Wildlife and Recreation Program
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Proposed Total Grant Award
1	52.38	22-1662 A	Whidbey Camano Land Trust	Bell's Farm Expansion	\$1,069,250	\$1,332,200	\$2,401,450 \$1,069,250
2	51	22-1435 A	Palouse Land Trust	Zakarison Farmland Protection	\$249,278	\$331,903	\$581,181 \$249,278
3	50.62	22-1322 A	Whatcom County	Jacoby Agricultural Conservation Easement	\$169,650	\$207,350	\$377,000 \$169,650
4	50.38	22-1408 A	Jefferson Land Trust	Quilcene Farmland Preservation	\$750,000	\$979,200	\$1,729,200 \$750,000
4	50.38	22-1681 A	Columbia Land Trust	Little Klickitat River Century Farm	\$1,605,000	\$1,605,000	\$3,210,000 \$1,605,000
6	49.12	22-1643 A	Blue Mountain Land Trust	Welcome Table Farm Conservation Easement	\$345,500	\$357,500	\$703,000 \$345,500
7	48.5	22-1524 A	North Olympic Land Trust	Mid Valley Farm	\$421,180	\$514,779	\$935,959 \$421,180
8	47.88	22-1230 A	Methow Conservancy	Wolf Creek Agricultural Conservation Easement Phase 2	\$1,279,250	\$1,279,250	\$2,558,500 Not Funded ²
9	47.75	22-1533 A	North Olympic Land Trust	The Dungeness Hub Nash's Organic Produce	\$137,631	\$168,218	\$305,849 \$137,631
10	47.38	22-1541 A	Conservation Commission	Davenport Cattle Agricultural Easement	\$3,492,195		\$3,492,195 \$3,492,195
11	46.62	22-1545 A	State Conservation Commission	Emerick Rangeland Preservation	\$1,460,550		\$1,460,550 \$1,460,550
12	46.5	22-1544 A	State Conservation Commission	Swauk Prairie Farms	\$6,373,917		\$6,373,917 \$659,126 ³
13	45.5	22-1649 A	Washington Farmland Trust	Spencer Farm	\$271,750	\$271,750	\$543,500 Alternate
14	44.25	22-1617 A	Okanogan Land Trust	Similkameen-Wahl Ranch	\$648,375	\$648,375	\$1,296,750 Alternate
15	42.88	22-1722 A	Washington Farmland Trust	Parlette Orchard	\$528,175	\$528,175	\$1,056,350 Alternate
16	42.25	22-1711 A	Washington Farmland Trust	Torres Dairy	\$401,562	\$401,563	\$803,125 Alternate
17	36.38	22-1668 A	Washington Farmland Trust	Coyote Bank Farm Conservation Easement	\$146,750	\$146,750	\$293,500 Alternate
18	22.75	22-1688 A	Forterra	Kreger Lake Pavlov Parcel	\$79,250	\$79,250	\$158,500 Not Funded ²
Total					\$19,429,263	\$8,851,263	\$28,280,526 \$10,359,360

¹Project type: A=Acquisition

²Applicant did not certify match. Project is not eligible for funding.

³Partial funding

Forestland Preservation Category

Washington Wildlife and Recreation Program

2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	35.6	22-1765 A	Forterra	Whistling Pines Family Forest	\$500,000	\$2,462,490	\$2,962,490	Not funded ²
2	31.4	22-1622 A	Forterra	Polson Heritage Forest	\$500,000	\$561,000	\$1,061,000	\$500,000
Total					\$1,000,000	\$3,023,490	\$4,023,490	\$500,000

¹Project type: A=Acquisition

²Grant applicant did not certify match. Project is not eligible for funding.

Recreation and Conservation Funding Board Resolution 2023-22

Local Parks Category

Washington Wildlife and Recreation Program

2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	64.4	22-1255 D	Seattle	Rainier Beach Playfield Skatepark	\$500,000	\$2,000,000	\$2,500,000	\$500,000
2	63.8	22-1478 A	Kent	Ruth Property at Clark Lake Park	\$1,000,000	\$5,750,000	\$6,750,000	\$1,000,000
3	62.9	22-1618 D	Lynnwood	Scriber Lake Park Boardwalk Trail	\$500,000	\$3,867,058	\$4,367,058	\$500,000
4	62.6	22-1445 D	Olympia	Yelm Highway Community Park Phase 1	\$500,000	\$13,000,438	\$13,500,438	\$500,000
5	61.9	22-1563 D	Bridgeport	Berryman Park Renovation Phase 1	\$500,000	\$289,754	\$789,754	\$500,000
6	61.1	22-1259 D	Seattle	Little Brook Park Improvements	\$500,000	\$1,300,000	\$1,800,000	\$500,000
7	60.44	22-1693 D	Spokane Valley	Greenacres Park Phase 2	\$500,000	\$1,561,761	\$2,061,761	\$500,000
8	59.89	22-1496 A	Vancouver	Fenton Community Park	\$1,000,000	\$4,543,442	\$5,543,442	\$1,000,000
9	59.44	22-1720 D	Lakewood	Wards Lake Park Phase 2	\$500,000	\$2,000,000	\$2,500,000	\$500,000
10	59.33	22-1303 D	Pierce County	Half Dollar Park Development	\$500,000	\$1,468,000	\$1,968,000	\$500,000
11	59.28	22-1309 D	Pierce County	Orangegate Park Phase 1	\$500,000	\$6,337,000	\$6,837,000	\$500,000
12	58.67	22-1413 D	Westport	Westport Skatepark and Pumptrack	\$500,000	\$243,508	\$743,508	\$500,000
13	58.39	22-1543 C	Olympia	Kaiser Woods Acquisition and Development	\$673,497	\$1,466,413	\$2,139,910	\$673,497
14	58.22	22-1468 D	Camas	Crown Park Improvements Phase 1	\$500,000	\$2,225,600	\$2,725,600	\$500,000
15	58.11	22-1372 D	Kent	Springwood Park Renovation	\$500,000	\$2,500,000	\$3,000,000	\$500,000
16	58.06	22-1642 D	Othello	Kiwanis Park Spray Park, Lighting, and Walking Trails	\$500,000	\$758,120	\$1,258,120	\$500,000
17	57.56	22-1323 A	Wenatchee	Bighorn Ridge Acquisition	\$750,000	\$755,000	\$1,505,000	\$750,000
18	57.5	22-1315 D	Burlington	Rotary Park Inclusive Playground and Restroom	\$500,000	\$705,000	\$1,205,000	\$500,000
19	57.44	22-1298 D	Lacey	Greg Cuoio Park	\$500,000	\$5,029,819	\$5,529,819	\$500,000
19	57.44	22-1746 D	Lake Stevens	Frontier Heights Multi-Sport Field and Courts	\$500,000	\$1,487,535	\$1,987,535	\$500,000
21	57.33	22-1628 A	Covington	SoCo Park Expansion	\$908,000	\$908,000	\$1,816,000	\$908,000
22	56.83	22-1349 C	Fife	Colburn Park Expansion and Splash Pad	\$918,328	\$918,330	\$1,836,658	\$918,328

Local Parks Category

Washington Wildlife and Recreation Program

2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
23	56.78	22-1540 D	Cathlamet	Cathlamet Skate Park	\$95,404	\$10,601	\$106,005	\$95,404
24	56.33	22-1433 D	Metropolitan Park District of Tacoma	First Creek Park and Trail Improvements	\$500,000	\$155,800	\$655,800	\$228,020 ²
25	54.56	22-1362 A	Kent	Upper Mill Creek Mendel Property Acquisition	\$475,000	\$591,200	\$1,066,200	\$475,000
26	54.5	22-1455 D	South Whidbey Parks and Recreation District	South Whidbey Sports Complex Pickleball Courts	\$250,000	\$252,000	\$502,000	Alternate
27	54.06	22-1453 D	Yakima	Martin Luther King Jr. Park Community Pool	\$500,000	\$7,500,000	\$8,000,000	Alternate
28	54	22-1260 D	Seattle	Soundview Playfield Renovation	\$500,000	\$3,500,000	\$4,000,000	Alternate
28	54	22-1725 D	University Place	Curran Apple Orchard Park Improvements	\$418,377	\$428,377	\$846,754	Alternate
30	53.83	22-1447 D	South Whidbey Parks and Recreation District	South Whidbey Community Park Outdoor Amphitheater	\$215,000	\$281,000	\$496,000	Not funded ³
31	53.56	22-1325 A	Chelan County	Malaga Waterfront Park Acquisition	\$917,153	\$611,436	\$1,528,589	\$917,153
32	53.5	22-1277 D	Yakima	West Valley Community Park Pedestrian Bridge	\$302,400	\$129,600	\$432,000	Alternate
32	53.5	22-1449 D	South Whidbey Parks and Recreation District	South Whidbey Sports Complex Artificial Turf Field	\$500,000	\$3,087,420	\$3,587,420	Not funded ³
34	53	22-1650 A	Manson Park and Recreation District	Leffler Field Acquisition	\$574,550	\$757,000	\$1,331,550	\$573,638 ²
35	52.78	22-1625 D	Confederated Tribes of the Colville Reservation	Inchelium Skate Park	\$360,000	\$40,000	\$400,000	Alternate
36	52.72	22-1738 D	Walla Walla	Pioneer Park Inclusive Playground	\$500,000	\$2,000,000	\$2,500,000	Alternate
37	52.56	22-1739 D	Vader	McMurphy Park	\$283,000	\$125,000	\$408,000	Alternate
38	52.44	22-1276 D	Cathlamet	Cathlamet Waterfront Park	\$500,000	\$183,480	\$683,480	Not funded ⁴
38	52.44	22-1324 D	Royal City	Royal City Park Expansion	\$500,000	\$420,430	\$920,430	Alternate
40	52	22-1410 D	Mason County	Sandhill Park Multipurpose Field	\$500,000	\$4,605,000	\$5,105,000	Not funded ³

Local Parks Category

Washington Wildlife and Recreation Program
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
41	51.72	22-1620 D	Port Townsend	Kah Tai Redevelopment	\$156,366	\$67,014	\$223,380	Alternate
41	51.72	22-1638 D	Hoquiam	John Gable Park Pickleball Courts and Parking	\$329,000	\$141,000	\$470,000	Alternate
41	51.72	22-1645 D	La Center	Holley Park Playground	\$383,036	\$383,036	\$766,072	Alternate
44	51.61	22-1682 C	Port of Allyn	Sweetwater Creek Waterwheel Park	\$650,000	\$1,149,652	\$1,799,652	Alternate
45	51.33	22-1740 D	Chewelah	Chewelah City Park Improvements	\$500,000	\$295,000	\$795,000	Alternate
46	51	22-1251 D	Seattle	Colman Pool Renovation	\$500,000	\$3,967,360	\$4,467,360	Alternate
47	50.89	22-1388 D	Mason County	Union Park	\$500,000	\$869,000	\$1,369,000	Not funded ³
48	50.28	22-1621 D	Hoquiam	Olympic Stadium Field Lighting	\$500,000	\$125,000	\$625,000	Alternate
49	49.78	22-1432 D	Washougal	Washougal Civic Recreation Complex	\$500,000	\$3,607,910	\$4,107,910	Alternate
50	49.17	22-1297 C	Sumner	Robinson Property Acquisition and Development	\$434,085	\$434,085	\$868,170	Alternate
51	48.78	22-1457 D	Monroe	North Hill Area Park	\$500,000	\$4,513,500	\$5,013,500	Alternate
52	47	22-1627 A	Covington	East Covington Park	\$154,575	\$154,576	\$309,151	Alternate
53	46.94	22-1670 D	Hoquiam	Old Cannery Park Phase 2	\$400,000	\$100,000	\$500,000	Alternate
54	45.61	22-1736 A	Yakima County Flood Control District	Naches Cowiche Confluence Park	\$218,350	\$218,350	\$436,700	Alternate
55	45.28	22-1248 D	King County	Rock Creek Horse Park	\$500,000	\$4,768,297	\$5,268,297	Not funded ³
56	42.17	22-1635 D	Si View Metropolitan Park District	South Fork Landing Adventure Play Area and Trail	\$500,000	\$1,731,256	\$2,231,256	Alternate
57	41.72	22-1715 D	Chehalis	Recreation Park Phase 3 Parking Area	\$295,000	\$295,000	\$590,000	Alternate
58	37.78	22-1701 A	McCleary	Simpson Land Acquisition	\$890,369	\$99,200	\$989,569	Alternate
59	36.8	22-1727 D	La Conner	Maple Park	\$269,662	\$269,663	\$539,325	Not funded ³
Total					\$29,321,152	\$106,982,021	\$136,303,173	\$15,539,040

¹Project Type: A=Acquisition, C=Combination, D-Development

²Partial funding

Local Parks Category
 Washington Wildlife and Recreation Program
 2023-2025

		Project Number	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
Rank	Score	and Type ¹						

³Applicant did not certify match. Project is not eligible for funding.
⁴Funding no longer needed; awarded a 2020 grant.
 Recreation and Conservation Funding Board Resolution 2023-22

Critical Habitat Category

Washington Wildlife and Recreation Program
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	45.4	22-1630 A	Columbia Land Trust	Klickitat Oaks Phase 1	\$4,328,900	\$4,328,900	\$8,657,800	\$4,328,900
2	44.0	22-1274 A	Chelan-Douglas Land Trust	Castle Rock Ridge Acquisition	\$660,000	\$674,000	\$1,334,000	\$660,000
3	43.6	22-1234 C	Washington Department of Fish and Wildlife	South Sound Prairies	\$3,345,000		\$3,345,000	\$3,345,000
4	41.8	22-1275 A	Chelan-Douglas Land Trust	Kane Ranch Conservation Easement	\$298,500	\$1,100,000	\$1,398,500	\$298,500
5	41.4	22-1235 A	Washington Department of Fish and Wildlife	Hunter Mountain North	\$4,500,000		\$4,500,000	\$4,500,000
6	41.2	22-1233 A	Washington Department of Fish and Wildlife	McLoughlin Falls West	\$2,220,000		\$2,220,000	Not Funded ²
7	37.0	22-1232 A	Washington Department of Fish and Wildlife	Maloney Mountain	\$550,000		\$550,000	Not Funded ³
Total					\$15,902,400	\$6,102,900	\$22,005,300	\$13,132,400

¹Project type: A=Acquisition, C=Combination

²Withdrawn. Property bought by another organization.

²No legislative authority for funding

Recreation and Conservation Funding Board Resolution 2023-22

Natutral Areas Category

Washington Wildlife and Recreation Program
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Total	Proposed Grant Award
1	42.6	22-1380 A	Washington Department of Natural Resources	Upper Dry Gulch Natural Area Preserve	\$1,927,277	\$1,927,277	\$1,927,277
2	42.4	22-1294 A	Washington Department of Natural Resources	Trout Lake Natural Area Preserve	\$870,024	\$870,024	\$870,024
3	41.1	22-1290 A	Washington Department of Natural Resources	Kennedy Creek Natural Resources	\$3,595,349	\$3,595,349	\$3,595,349
4	39.7	22-1291 A	Washington Department of Natural Resources	Lacamas Prairie Natural Area	\$525,590	\$525,590	Not Funded ²
5	39	22-1293 A	Washington Department of Natural Resources	Two Steppe Natural Area Preserve	\$1,729,255	\$1,729,255	\$1,729,255
6	38.6	22-1289 A	Washington Department of Natural Resources	Dabob Bay Natural Area	\$642,896	\$642,896	\$642,896
7	37.7	22-1379 A	Washington Department of Natural Resources	Onion Ridge Natural Area Preserve	\$1,219,995	\$1,219,995	\$1,219,995
8	37.1	22-1292 A	Washington Department of Natural Resources	Skookum Inlet Natural Area Preserve	\$675,209	\$675,209	\$675,209
9	33.6	22-1376 A	Washington Department of Natural Resources	Schumacher Creek Natural Area Preserve	\$524,558	\$524,558	\$524,558
Total					\$11,710,153	\$11,710,153	\$11,184,563

¹Project type: A=Acquisition

²No legislative authority for funding

Recreation and Conservation Funding Board Resolution 2023-22

Riparian Protection Category

Washington Wildlife and Recreation Program
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	60	22-1623 A	Columbia Land Trust	West Fork Washougal Conservation	\$1,500,000	\$3,861,000	\$5,361,000	\$1,500,000
2	57.1	22-1295 A	Washington Department of Natural Resources	Stavis Natural Resources Conservation Area	\$3,884,685		\$3,884,685	\$3,884,685
3	54.9	22-1279 A	Whatcom Land Trust	Stewart Mountain Riparian Reserve	\$665,402	\$1,790,000	\$2,455,402	\$665,402
4	54.7	22-1241 A	Capitol Land Trust	Hudson Cove Riparian Habitat Protection	\$2,122,000	\$2,124,000	\$4,246,000	\$2,122,000
5	54.3	22-1240 A	Washington Department of Fish and Wildlife	Twin Rivers Nearshore and West Twin	\$1,095,250		\$1,095,250	\$1,095,250
6	54.2	22-1416 C	Jefferson Land Trust	Salmon Creek Ruck Acquisition	\$250,000	\$478,690	\$728,690	\$250,000
7	54.1	22-1600 A	Forterra	Woods Lake Acquisition	\$297,425	\$297,425	\$594,850	\$297,425
8	54	22-1239 A	Washington Department of Fish and Wildlife	North Willapa Bay Estuaries and Shoreline	\$3,950,000		\$3,950,000	\$1,922,000 ²
9	52.7	22-1238 A	Washington Department of Fish and Wildlife	North Okanogan County Inholdings	\$295,000		\$295,000	Alternate
10	52.6	22-1245 A	Kittitas Conservation Trust	Thorp Reach Acquisition	\$1,245,089	\$1,245,089	\$2,490,178	Alternate
11	51.8	22-1369 A	Great Peninsula Conservancy	Tahuya River Protection	\$1,113,600	\$1,221,200	\$2,334,800	Alternate
12	49.2	22-1598 A	Seattle Public Utilities	Cedar River Upper Royal Arch Reach Acquisition	\$1,000,000	\$1,317,500	\$2,317,500	Alternate
13	45.9	22-1683 A	Forterra	Clover Creek Protection Tacoma Water	\$1,000,000	\$5,212,000	\$6,212,000	Alternate
Total					\$18,418,451	\$17,546,904	\$35,965,355	\$11,736,762

¹Project type: A=Acquisition, C=Combination

²Partial Funding

Recreation and Conservation Funding Board Resolution 2023-22

State Lands Development and Restoration Category

Washington Wildlife and Recreation Program

2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	53.45	22-1559 D	Washington Department of Natural Resources	North Bend Community Connection	\$325,000	\$874,999	\$1,199,999	\$325,000
2	52.36	22-1348 D	Washington Department of Natural Resources	West Fork Teanaway Trailhead	\$305,138	\$81,500	\$386,638	\$305,138
3	51.36	22-1708 D	Washington Department of Fish and Wildlife	Green Lake Access Area Campground Improvements	\$325,000		\$325,000	\$325,000
4	50	22-1549 D	Washington Department of Natural Resources	Reiter Foothills Trailhead Development	\$325,000	\$1,488,000	\$1,813,000	\$325,000
5	49.45	22-1474 D	Washington Department of Fish and Wildlife	Mattoon Lake Access Area Redevelopment	\$325,000		\$325,000	\$325,000
6	49.36	22-1286 D	Washington Department of Natural Resources	North Fork Nooksack River Access	\$312,000	\$110,000	\$422,000	Not Funded ²
7	47.09	22-1436 D	Washington Department of Fish and Wildlife	Nemah Tidelands Entrance Development	\$325,000		\$325,000	\$325,000
8	46.09	22-1691 D	Washington Department of Fish and Wildlife	Roses Lake Access Area Redevelopment Phase 3	\$325,000		\$325,000	\$325,000
9	39	22-1784 D	Washington Department of Fish and Wildlife	Asotin Creek Wildlife Area Access Points	\$153,067		\$153,067	\$153,067
10	34.45	22-1440 D	Washington Department of Fish and Wildlife	Asotin Creek Wildlife Area Campgrounds	\$292,950		\$292,950	\$292,950
Total					\$3,013,155	\$2,554,499	\$5,567,654	\$2,701,155

¹Project type: D=Development

²Grant applicant did not certify match. Project is not eligible for funding.

Recreation and Conservation Funding Board Resolution 2023-22

State Lands Restoration and Enhancement Category

Washington Wildlife and Recreation Program

2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Total	Proposed Grant Award
1	52.9	22-1554 R	Washington Department of Natural Resources	South Sound Grassland and Oak Restoration	\$502,500	\$502,500	\$502,500
2	50	22-1589 R	State Parks and Recreation Commission	Leadbetter Point Coastal Dune Restoration Phase 2	\$130,000	\$130,000	\$130,000
3	47.8	22-1405 R	Washington Department of Natural Resources	Klickitat Canyon Deer Creek Wetland Restoration	\$111,500	\$111,500	\$111,500
3	47.8	22-1585 R	State Parks and Recreation Commission	Restoration of Hope Island Natural Area Preserve	\$160,000	\$160,000	\$160,000
5	47.6	22-1690 R	Washington Department of Fish and Wildlife	West Foster Creek and China Creek Riparian Restoration	\$229,700	\$229,700	\$229,700
6	46.5	22-1626 R	Washington Department of Fish and Wildlife	Taneum River Mile 5 Floodplain Restoration	\$380,000	\$380,000	\$380,000
7	42.8	22-1689 R	Washington Department of Fish and Wildlife	Toutle River Riparian Restoration	\$533,000	\$533,000	\$533,000
8	40.8	22-1517 R	Washington Department of Fish and Wildlife	Little Walla Walla River Restoration	\$242,900	\$242,900	\$242,900
Total					\$2,289,600	\$2,289,600	\$2,289,600

¹Project type: R=Restoration

Recreation and Conservation Funding Board Resolution 2023-22

State Parks Category

Washington Wildlife and Recreation Program

2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	70.68	22-1480 D	State Parks and Recreation Commission	Palouse to Cascades Trail Malden to Kenova	\$2,018,261	\$1,020,063	\$3,038,324	\$2,018,261
2	70.01	22-1530 D	State Parks and Recreation Commission	Nisqually State Park Mashel River Overlook and Trail	\$2,999,000		\$2,999,000	\$2,999,000
3	69.42	22-1569 A	State Parks and Recreation Commission	Green River Gorge Icy Creek Ridge Phase 2	\$1,687,770		\$1,687,770	\$1,687,770
4	68.94	22-1438 A	State Parks and Recreation Commission	Inholdings and Adjacent Properties	\$1,500,000		\$1,500,000	\$1,500,000
5	67.15	22-1597 A	State Parks and Recreation Commission	Swale Creek Klickitat Trail	\$1,323,060		\$1,323,060	\$1,323,060
6	66.67	22-1606 D	State Parks and Recreation Commission	Willapa Hills Trail Pacific County Surfacing	\$2,663,767		\$2,663,767	\$2,663,767
7	65.58	22-1607 D	State Parks and Recreation Commission	Cape Disappointment Three Waters Trail	\$387,474	\$27,000	\$414,474	\$88,492 ²
8	64.4	22-1529 A	State Parks and Recreation Commission	Saint Edward State Park Arrowhead Property	\$1,669,100	\$250,000	\$1,919,100	\$1,669,100
9	62.92	22-1677 A	State Parks and Recreation Commission	Riverside State Park Little Spokane River Robinson Property	\$1,464,100		\$1,464,100	Not Funded ³
10	60.8	22-1564 D	State Parks and Recreation Commission	Fort Casey Admiralty Head Lighthouse Americans with Disabilities Act and Interpretation	\$1,500,000		\$1,500,000	Alternate
11	59.32	22-1679 D	State Parks and Recreation Commission	Riverside Bowl and Pitcher Cabins Phase 2	\$648,000		\$648,000	Alternate
12	59.1	22-1605 A	State Parks and Recreation Commission	Willapa Hills State Park Trail South Bend Trailhead	\$633,960		\$633,960	\$633,960
13	58.11	22-1723 A	State Parks and Recreation Commission	Hoko River State Park Schultz Property	\$1,036,711		\$1,036,711	\$955,630 ²
14	50.27	22-1619 A	State Parks and Recreation Commission	Alta Lake Acquisition and Trail	\$637,350		\$637,350	Alternate
Total					\$20,168,553	\$1,297,063	\$21,465,616	\$15,539,040

¹Project type: A=Acquisition, D=Development

²Partial funding

³Unwilling seller

Recreation and Conservation Funding Board Resolution 2023-22

Trails Category

Washington Wildlife and Recreation Program
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	66.89	22-1265 D	Lynnwood	Scriber Creek Trail Phase 3	\$2,000,000	\$7,137,296	\$9,137,296	\$2,000,000
2	65.78	22-1674 D	Edgewood	Interurban Trail Phase 3 Jovita Canyon	\$3,000,000	\$4,204,850	\$7,204,850	\$3,000,000
3	65.72	22-1604 A	Camas	Green Mountain	\$1,250,000	\$2,607,246	\$3,857,246	\$1,250,000
4	65.44	22-1562 D	Yelm	Yelm Prairie Line Trail Phase 2b	\$1,292,000	\$323,000	\$1,615,000	\$1,292,000
5	65.22	22-1311 D	Pierce County	Pipeline Trail Phase 1 Development	\$1,500,000	\$3,611,957	\$5,111,957	\$1,500,000
6	63.94	22-1483 D	State Parks and Recreation Commission	Olympic Discovery Trail Anderson Lake Extension	\$1,397,000	\$10,000	\$1,407,000	\$1,317,360 ²
7	62.89	22-1469 D	Camas	South Lacamas Creek 3rd Avenue Trailhead Improvements	\$500,000	\$654,837	\$1,154,837	Alternate
8	62.17	22-1417 D	Bellingham	Sunset Pond Trail	\$1,000,000	\$1,128,720	\$2,128,720	Alternate
9	59.89	22-1470 D	North Bend	Meadowbrook Farm Baqwab Prairie Loop Trail	\$615,000	\$824,000	\$1,439,000	Not Funded ³
10	59.06	22-1730 D	Skagit County	Centennial Trail Phase1 Barney Lake to Clear Lake	\$1,033,500	\$1,033,500	\$2,067,000	Alternate
11	58.17	22-1742 D	Bellevue	Mercer Slough Nature Park Trail Connector	\$997,400	\$1,009,900	\$2,007,300	Alternate
12	56.78	22-1377 C	Fife	Sheffield Trail Restoration and Americans with Disabilities Act Upgrades	\$1,000,000	\$1,873,000	\$2,873,000	Alternate
13	56.22	22-1242 A	South Bend	Triplett Field	\$1,140,750	\$126,750	\$1,267,500	Alternate
14	55.83	22-1716 D	Port Angeles	Race Street to Olympia National Park Shared Use Trail Phase 2	\$1,500,000	\$2,379,888	\$3,879,888	Alternate
15	55.78	22-1531 D	Redmond	Redmond Central Connector 3	\$1,000,000	\$6,599,928	\$7,599,928	Not Funded ³
16	40.28	22-1414 D	Port Orchard	Old Clifton Trail to McCormick Woods Park	\$800,500	\$800,500	\$1,601,000	Not Funded ³
Total					\$20,026,150	\$34,325,372	\$54,351,522	\$10,359,360

¹Project type: A=Acquisition, C=Combination. D=Development

²Partial funding

³Grant applicant did not certify match. Project is not eligible for funding.

Urban Wildlife Habitat Category

Washington Wildlife and Recreation Program
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	99.9	22-1464 A	Spokane County	Rimrock to Riverside Acquisition	\$731,744	\$781,456	\$1,513,200	\$731,744
2	99.4	22-1378 A	Washington Department of Natural Resources	Mount Si, Middle Fork, and West Tiger Mountain Natural Resources Conservation Areas	\$5,474,856		\$5,474,856	\$4,042,562 ²
3	90.9	22-1518 A	Bainbridge Island Land Trust	Rockaway Bluff Preserve Acquisition	\$1,850,000	\$1,850,070	\$3,700,070	\$1,850,000
4	89.7	22-1613 A	Kitsap County	Illahee Preserve Phase 2	\$655,000	\$655,000	\$1,310,000	\$655,000
5	86.4	22-1415 A	Jefferson Land Trust	Quimper Wildlife Corridor Additions Phase 2	\$984,717	\$1,482,343	\$2,467,060	\$490,214 ³
Total					\$9,696,317	\$4,768,869	\$14,465,186	\$7,769,520

¹Project type: A=Acquisition

²Partial funding

³Awarded a 2020 grant; this amount covers cost increases.

Recreation and Conservation Funding Board Resolution 2023-22

Water Access Category




Washington Wildlife and Recreation Program
2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	60.78	22-1266 A	Lynnwood	Sprague's Pond Park Addition	\$659,729	\$659,730	\$1,319,459	\$659,729
2	59.89	22-1611 D	Mercer Island	Luther Burbank Park Waterfront Renovation and Upgrade	\$1,500,000	\$1,679,745	\$3,179,745	\$1,500,000
3	54.89	22-1256 D	Seattle	Carkeek Park Rail Overpass	\$1,800,000	\$1,800,000	\$3,600,000	\$1,800,000
4	46.89	22-1734 A	Washington Department of Fish and Wildlife	Sol Duc River Access	\$1,000,000		\$1,000,000	\$1,000,000
Total					\$4,959,729	\$4,139,475	\$9,099,204	\$4,959,729

¹Project type: A=Acquisition, D=Development

Recreation and Conservation Funding Board Resolution 2023-22

Washington Wildlife and Recreation Program Funding Formula

<p>45% Habitat Conservation Account</p> 	<p>45% Outdoor Recreation Account</p> 	<p>10% Farm and Forest Account</p> 
Categories		
<p>35% Critical Habitat</p> <p>25% Natural Areas</p> <p>15% Riparian Protection</p> <p>10%* State Lands Restoration and Enhancement</p> <p>15% Urban Wildlife Habitat</p> <p>*or \$3 million, whichever is less</p>	<p>30% Local Parks <i>40%-50% must be acquisition</i></p> <p>10%* State Lands Development and Renovation</p> <p>30% State Parks <i>40%-50% must be acquisition</i></p> <p>20% Trails</p> <p>10% Water Access <i>75% must be acquisition</i></p> <p>*or \$3 million, whichever is less</p>	<p>90% Farmland Preservation</p> <p>10% Forestland Preservation</p>

Distribution of \$120 Million: Less RCO Administration

Account and Category	Percent to Account	Percent to Category	Amount Per Category
Farm and Forest Account	10 Percent		
• Farmland Preservation		90%	\$10,359,360
• Forestland Preservation		10%	\$1,151,040
Habitat Conservation Account	45 Percent		
• Critical Habitat		35%	\$18,128,880
• Natural Areas		25%	\$12,949,200
• Riparian Protection		15%	\$9,949,200
• State Lands Restoration		10%	\$3,000,000
• Urban Wildlife Habitat		15%	\$7,769,520
Outdoor Recreation Account	45 Percent		
• Local Parks		30%	\$15,539,040
• State Lands Development		10%	\$3,000,000
• State Parks		30%	\$15,539,040
• Trails		20%	\$10,359,360
• Water Access		10%	\$7,359,360



Recreation and Conservation Funding Board Decision Memo

Item **14G**

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Approve Grants for the 2023-25 Biennium
Youth Athletic Facilities (YAF) Program

Prepared By: DeAnn Beck, Senior Outdoor Grants Manager

Summary

The Legislature approved approximately \$10.4 million for the Youth Athletic Facilities Program. Recreation and Conservation Office staff are requesting approval of the final ranked lists and grant awards for projects meeting statutory and policy requirements.

Board Action Requested

This item will be a: ☒ Request for Decision
☐ Request for Direction
☐ Briefing

Resolution: 2023-23

Purpose of Resolution: Approve the final ranked lists of projects and funding amounts shown in *Table 1*.

Background

The Youth Athletic Facilities (YAF) program provides grants for acquisition of land, renovation of existing facilities, or development of new outdoor athletic facilities serving youth and communities. The program's priority is to enhance facilities that serve people through the age of eighteen who participate in sports and athletics. The program encourages multi-generational use, which means applicants may submit proposals for facilities sized for adults, but which primarily serve youth.

Application Process

There are two YAF grant categories. The primary difference in categories is the amount of funds an applicant may request. In 2022, applicants submitted forty-two Large Grant Category projects and two Small Grant Category projects for a total of forty-four project proposals. The combined amount requested was approximately \$12 million in grant funds. Early in the process, applicants withdrew or RCO staff terminated applications

that missed critical deadlines, were ineligible, or unready to proceed. Using the evaluation process and criteria adopted by the Recreation and Conservation Funding Board (board), the YAF Advisory Committee reviewed and ranked the remaining thirty-six project proposals during the summer of 2022. A detailed description of the two categories and projects is included in the October 2022 meeting materials in [Item 9](#).

In anticipation of legislative approval of a state capital budget that would include funding for YAF, the board adopted the preliminary ranked list of projects via Resolution 2022-16 at the October 2022 meeting.

Certification of Match Required

YAF applicants must provide a minimum fifty percent or one to one match unless they qualify for a match reduction. Board policy allows this exception for communities in need, counties in need, underserved populations, or to applicants providing facilities in a federal disaster area. Except for Native American tribes, at least ten percent of the total project cost must be provided in the form of a non-state, non-federal contribution.

Washington Administrative Code requires applicants to certify available matching funds at least one month¹ before the June 27-28, 2023, funding meeting. Staff notified applicants of this requirement on April 4 and May 1, 2023. All applicants in the YAF Small category certified that their matching funds are available. While we received certifications from most of the YAF Large category applicants, the following four applicants did not certify all or enough match by the May 9, 2023, deadline:

YAF Large Category

- Rank 6 – Erickson Playfield Tennis Court Upgrades ([22-1741D](#)). The City of Port Angeles was only able to certify a partial match for their project. The amount certified was not enough to complete a viable renovation project.
- Rank 8 – Sports Complex Artificial Turf Field ([22-1451D](#)). South Whidbey Parks and Recreation District did not certify match due to a lack of matching funds.
- Rank 11 – Sandhill Park Multipurpose Field ([22-1387D](#)). Mason County did not certify match for this project due to a lack of matching resources.
- Rank 34 – Newport Hills Park Synthetic Turf Replacement ([22-1278D](#)). The City of Bellevue did not certify match for this project because they chose to expedite their construction timeline and are using other funds to complete the scope.

These four applications are no longer eligible for funding consideration and are shown as “Not Eligible” on the final ranked list in Table 1.

¹ Washington Administrative Code 286-13-040(3)

Program Funding and Legislative Action

In the past few years, YAF funding has come from the sale of general obligation bonds. When the Legislature approved the 2023-25 state capital budget, they unexpectedly included an appropriation of \$10,440,000 from the YAF Account. This money comes from excess revenues used to pay off the bonds for the construction of Lumen Field. Using these funds for YAF reduces the amount RCO was planning to use for the new Community Outdoor Athletic Facilities Program.

The Legislature approved a YAF project list via Legislative Evaluation and Accountability Program (LEAP) Capital Document No. RCO-3-2023, also. This year for the first time, the Legislature removed a project from the list: Harmony Sports Association, Harmony Sports Complex Turf Field, RCO No. [22-1302D](#) (Rank 23). When RCO staff learns why, they will provide an update at an upcoming board meeting.

Board policy allows use of up to ten percent of the YAF appropriation for projects in the Small Grant Category.² The total requested for that category is \$139,500 or .013 percent of the funds available. Per board policy, all remaining funds are allocated to projects in the YAF Large Grant Category. The monies appropriated for the 2023-25 biennium provide full funding for all eligible projects on the Legislature's list.

Analysis

Strategic Plan Link

Consideration of these 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 strategy to conduct its work in a fair and open manner, as well as its goal to deliver successful projects by using broad public participation. The criteria for selecting projects support strategic investments in the protection, restoration, and development of recreation opportunities.

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

Public Comment

Staff presented written testimony to the board regarding these grant proposals at the October 2022 meeting. Staff will provide any additional public comment at the upcoming meeting.

² Resolution 2017-34

Staff Recommendation

RCO staff recommend approval of the final ranked list of projects and the funding amounts shown in Table 1.

Next Steps

If the board approves the list and funding amounts, the RCO director would be authorized to execute project agreements for projects that meet all post-approval requirements.

Attachments

- A. Resolution 2023-23, including Table 1 – *Youth Athletic Facilities Program, Final Ranked Lists and Grant Awards for the 2023-25 Biennium*

**Recreation and Conservation Funding Board
Resolution 2023-23
Youth Athletic Facilities**

Approval of Final Ranked Lists and Grant Awards for 2023-25 Biennium

WHEREAS the Recreation and Conservation Funding Board (board) recommended a ranked list of eligible Youth Athletic Facilities (YAF) projects to the Governor for inclusion in the 2023-25 State Capital Budget; and

WHEREAS the 2023 Legislature approved projects contained in Legislative Evaluation and Accountability Program Capital Document No. RCO-3-2023; and

WHEREAS the projects develop and renovate public outdoor recreation facilities, thereby supporting board priorities in *Washington State Recreation and Conservation Plan 2018-2022* and the board's strategy to provide partners with funding to enhance recreation opportunities statewide; and

WHEREAS the board has discussed and reviewed these projects in an open public meeting, as part of the competitive selection process outlined in Washington Administrative Code 286-13-020, thereby supporting the board's strategy to ensure that its work is conducted with integrity and in a fair and open manner; and

WHEREAS *Table 1 – Youth Athletic Facilities, Final Ranked Lists and Grant Awards, 2023-25* now indicates the projects that are not eligible for funding since the sponsor has not certified match; and

WHEREAS all remaining projects meet program eligibility requirements as stipulated in administrative rule and Manual 17, *Youth Athletic Facilities*; and

WHEREAS the Legislature has enacted the state capital budget, which includes an appropriation of \$10,440,000 for the YAF Program for the 2023-25 biennium.

NOW THEREFORE BE IT RESOLVED that the Recreation and Conservation Funding Board hereby approves the final ranked lists and award grants to the projects depicted in *Table 1 – Youth Athletic Facilities, Final Ranked Lists and Grant Awards, 2023-25*; and

BE IT FURTHER RESOLVED that the board authorizes the Recreation and Conservation Office Director to execute project agreements for funded projects to facilitate prompt project implementation.

Resolution moved by:

Member Kristen Ohlson-Kiehn

Resolution seconded by:

Member Trang Lam

Adopted/Defeated/Deferred (underline one)

Date:

June 28, 2023

Table 1: Large Grant Category

Youth Athletic Facilities

2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	50.6	22-1261 D	Seattle	Soundview Playfield Renovation	\$350,000	\$3,650,000	\$4,000,000	\$350,000
2	50.4	22-1443 D	Olympia	Yelm Highway Community Park Multiuse Field	\$350,000	\$4,469,332	\$4,819,332	\$350,000
3	48.4	22-1685 D	Lake Stevens	Frontier Heights Athletic Field and Pickleball Court	\$350,000	\$1,637,535	\$1,987,535	\$350,000
4	48.2	22-1651 D	Othello	Kiwanis Park Futsal Court and Restroom	\$350,000	\$95,142	\$445,142	\$350,000
5	48.1	22-1721 D	North Kitsap Little League	North Kitsap Little League Ball Fields Renovation	\$350,000	\$393,400	\$743,400	\$350,000
6	47.9	22-1741 D	Port Angeles	Erickson Playfield Tennis Court Upgrades	\$100,000	\$100,000	\$200,000	Not Funded ²
7	47.56	22-1537 D	Spokane	Underhill Park Sport Court Rehabilitation	\$330,000	\$130,020	\$460,020	\$330,000
8	47.22	22-1451 D	South Whidbey Parks and Recreation District	Sports Complex Artificial Turf Field	\$350,000	\$3,237,420	\$3,587,420	Not Funded ²
9	46.78	22-1743 D	Lakewood	Wards Lake BMX Bike Track	\$350,000	\$350,000	\$700,000	\$350,000
10	46.67	22-1385 D	Mountlake Terrace	Evergreen Playfield #5 Light Replacement	\$241,000	\$241,000	\$482,000	\$241,000
11	46.33	22-1387 D	Mason County	Sandhill Park Multipurpose Field	\$350,000	\$4,755,000	\$5,105,000	Not Funded ²
11	46.33	22-1753 D	Black Diamond	Black Diamond Skatepark	\$350,000	\$350,000	\$700,000	\$350,000
13	46	22-1588 D	Port Orchard	Givens Park Sport Court Remodel	\$147,000	\$117,600	\$264,600	\$147,000
14	45.56	22-1632 D	Lakewood	Harry Todd Pickleball Courts	\$350,000	\$250,900	\$600,900	\$350,000
15	45.33	22-1603 D	Puyallup	Clarks Creek North Multipurpose Field Turf	\$350,000	\$1,311,000	\$1,661,000	\$350,000
16	45.11	22-1252 D	Seattle	Colman Pool Renovation	\$350,000	\$3,397,360	\$3,747,360	\$350,000
17	44.78	22-1639 D	Woodland	Scott Hill Park Artificial Turf	\$308,914	\$132,393	\$441,307	\$308,914
18	44.67	22-1426 D	Snohomish County	Willis Tucker Park Ball Field Lighting	\$302,500	\$302,500	\$605,000	\$302,500
19	44.22	22-1487 D	Colfax	Pool Upgrade	\$350,000	\$2,477,500	\$2,827,500	\$350,000
20	43.78	22-1633 D	Spokane Valley HUB Sports Center	Synthetic Turf Field	\$350,000	\$972,395	\$1,322,395	\$350,000

Table 1: Large Grant Category

Youth Athletic Facilities

2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
21	43.44	22-1566 D	Metropolitan Park District of Tacoma	Stewart Heights Skate Park Phase 2	\$195,000	\$195,000	\$390,000	\$195,000
22	43.22	22-1696 D	Renton	Talbot Hill Reservoir Park Sport Courts	\$350,000	\$413,732	\$763,732	\$350,000
23	41.89	22-1302 D	Harmony Sports Association	Harmony Sports Complex Turf Field	\$350,000	\$715,000	\$1,065,000	Not Funded ³
24	41.56	22-1456 D	South Whidbey Parks and Recreation District	South Whidbey Sports Complex Pickleball Courts	\$250,000	\$252,000	\$502,000	\$250,000
25	40.89	22-1536 D	Columbia County	Touchet Valley Golf Course Irrigation	\$143,000	\$143,000	\$286,000	\$143,000
26	40.44	22-1737 D	Walla Walla	Mill Creek Sportsplex Improvements	\$350,000	\$350,000	\$700,000	\$350,000
27	40.33	22-1704 D	Royal City	Royal City Soccer Field	\$350,000	\$76,340	\$426,340	\$350,000
28	38.78	22-1735 D	Leavenworth Winter Sports Club	Leavenworth Ski Hill Restrooms and Lighting	\$258,000	\$172,000	\$430,000	\$258,000
29	38.67	22-1705 D	College Place	Veterans Park Renovation	\$281,023	\$281,023	\$562,046	\$281,023
30	38.11	22-1698 D	Pomeroy	Ball Field Lighting Installation	\$350,000	\$350,000	\$700,000	\$350,000
31	37.44	22-1637 D	Forks	Spartan Field Upgrades	\$350,000	\$1,636,000	\$1,986,000	\$350,000
32	37.33	22-1699 D	Pomeroy	Pomeroy Football Field Improvements	\$350,000	\$170,685	\$520,685	\$350,000
33	36.89	22-1636 D	Fife	Resurfacing Tennis Courts at Dacca Park	\$77,000	\$33,000	\$110,000	\$77,000
34	35.8	22-1278 D	Bellevue	Newport Hills Park Synthetic Turf Replacement	\$350,000	\$627,500	\$977,500	Not Funded ⁴
Total					\$10,333,437	\$33,785,777	\$44,119,214	\$8,833,437

¹Project type: D-Development

²Applicant did not certify match. Project is not eligible for funding.

³No legislative authority for this project.

⁴Withdrawn. Applicant funded with own resources.

Recreation and Conservation Funding Board Resolution 2023-23

Table 1: Small Grant Category

Youth Athletic Facilities

2023-2025

Rank	Score	Project Number and Type ¹	Grant Applicant	Project Name	Grant Request	Applicant Match	Total	Proposed Grant Award
1	43.1	22-1539 D	Pacific County	Lions Park Field Renovation	\$72,000	\$18,000	\$90,000	\$72,000
2	32.0	22-1719 D	Metaline	Pickleball Courts Metaline Eagle Field	\$67,500	\$7,500	\$75,000	\$67,500
Total					\$139,500	\$25,500	\$165,000	\$139,500

¹Project type: D-Development

Recreation and Conservation Funding Board Resolution 2023-23

Recreation and Conservation Funding Board Briefing Memo

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: 2022-2023 Grant Cycle Survey Results

Prepared By: Tessa Cencula, Volunteer and Grant Process Coordinator and
Kyle Guzlas, Grants Services Section Manager

Summary

This memo summarizes the results of the 2022-23 grant cycle survey that Recreation and Conservation Office (RCO) staff sent to grant applicants and advisory committee members.

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

At the end of each Recreation and Conservation Funding Board (board) grant round, Recreation and Conservation Office (RCO) staff survey grant applicants and advisory committee members, anonymously asking them to share their experience applying for and reviewing and evaluating grants. Applicants and advisors' comment on RCO's grant programs, processes, resources, and staff. RCO staff analyze the survey results to identify key action items for the upcoming grant round for continued improvement.

RCO staff sent one survey to the 465 individuals who were listed in RCO's PRISM database as the primary or secondary contact for a project that went through the 2022 grant round, and another to 152 advisors who participate in project review and/or evaluation. Full summaries of survey results are available in Attachments A and B

Attachments

- A. 2022 Recreation and Conservation Funding Board Grant Process, Applicant Survey Results Summary

B. 2022 Recreation and Conservation Funding Board Grant Process, Advisory
Committee Survey Results Summary

2022 Recreation and Conservation Funding Board Grant Process, Applicant Survey Results Summary

Introduction

At the end of each Recreation and Conservation Funding Board (board) grant cycle, Recreation and Conservation Office (RCO) staff survey applicants to better understand their experience applying for grants. Anonymous surveys ask applicants to rate and describe their experiences with RCO's programs, processes, resources, and staff. RCO staff analyze the survey results to identify key action items for the upcoming grant round to help RCO continue to improve.

Survey Approach

RCO staff sent the survey to 465 individuals who were listed in RCO's PRISM database as the primary or secondary contact for a project that went through the 2022 grant cycle. Respondents had the option to indicate if they participated in more than one grant program. This was designed to better accommodate applicants who applied for multiple grants.

Staff sent the survey in October to applicants who participated in the spring grant cycle. Staff sent the same survey in April (with one additional question asking how applicants heard about RCO grants) to applicants who participated in the fall grant cycle. Both surveys were sent after applicants had the chance to review rankings.

Contacts and Response

One hundred sixteen people responded – a twenty-five percent response rate based on the people contacted.¹ This is about the same response rate achieved in 2020. Survey respondents represented a variety of grant programs, although the majority applied for Washington Wildlife and Recreation Program (WWRP) grants.

Approximately twenty-eight percent of the respondents reported as first-time participants in RCO's grant process. This is nearly a twenty percent decrease from 2020, which was forty-eight percent.

Representatives of many organizational types responded to the survey. However, cities and towns submitted the most responses.

¹ The number of responses to each question in the survey varies from this total because some participants skipped questions and/or did not complete the survey.

Conclusions

After reviewing the survey results, staff has summarized the findings as follows:

- Respondents were generally satisfied with the overall process including PRISM Online, RCO's website, technical review, evaluation, and RCO staff. When looking at the process, the challenges appeared to be:
 - The length of the application process,
 - The details needed to complete the application,
 - Confusion about where to find information, and
 - The lack of feedback about the evaluation scores caused the most frustration.
- When asked about the application process, most respondents found the application webinar and application to-do lists useful and program eligibility criteria clear.
- Most respondents agreed with statements indicating that the PRISM application was easy to navigate and use and the process to schedule a technical review or evaluation presentation in PRISM was clear. Several new applicants found PRISM challenging to use and some frustration was noted about the length and repetition of information required in the application.
- Over eighty percent of the respondents used RCO's online tools. Most indicated a neutral or positive experience using the tools. When expressing a concern about RCO's online tools, respondents tended to report that the match reduction web page, match reduction mapping tool, and the Statewide Comprehensive Outdoor Recreation Plan (SCORP) mapping tool were either difficult to find or use.
- Most respondents understood the technical review process and purpose and considered both technical review and reviewers input helpful. Based on comments, conflicting reviewer feedback caused the most confusion with the technical review process.
- Respondents were satisfied with the evaluation process. Most responded positive or neutral that they understood the process, the criteria were clear, and the presentation time was about right. Most respondents with concerns expressed difficulty addressing the criteria in the allotted presentation time. This was specifically associated with the WWRP Local Parks category, which has a twelve-minute presentation limit.
- Respondents' interactions with outdoor grant managers were overwhelmingly positive. Applicants agreed that their grant manager was helpful, responsive, and knowledgeable.

Summary of Comments

Respondents' comments were reviewed and categorized by primary theme. The following is a summary of respondents' responses to open-ended questions by theme.

RCO Staff

Respondents reported positive and helpful interactions with RCO staff:

- Staff
 - *"I can't say enough good things about our grant manager!"*
 - *"I have tremendous respect for how hard the staff work to implement the legislature and Board's policies. Thank you for being our advocates."*
- Responsiveness
 - *"RCO staff have truly been a pleasure to work with as I navigated this process for the first time. Staff were responsive and helpful and interested in helping each applicant do their best to submit a high-quality application."*
 - *"RCO staff was tremendous and extremely helpful. Always available to answer questions."*
- Clarity
 - *"RCO has by far the best and most straightforward grant process of any agency I have ever worked with. I know exactly what to do because instructions are clear, but I also know that I will get good feedback during technical review."*

Grant and Application Process

Some respondents considered the grant process complex:

- Complexity
 - *"The application process was laborious and confusing...Staff were very helpful and timely."*
 - *"There are too many submittal requirements for an initial application, taking a considerable amount of staff time."*
 - *"A very cumbersome process for grant amounts that have not kept the pace of increased costs."*
 - *It is almost impossible to adequately answer all the questions being asked in the evaluation in the time slot allotted.*
 - *"...too many submittals required for a grant application. RCO grants take about twice to three times the effort of grants I've applied for from other agencies."*
 - *"The difficult part was just working through the process for the very 1st time, but my Grant manager helped me every step of the way."*

- Effort, respondents indicated the application process is time-consuming
 - *"While the process does take time, the two-step presentation review gives applicants valuable feedback in the process to ensure as successful an application as possible."*
 - *"The process is extremely time consuming and limits our agency's ability to pursue grants as much as we'd like."*
 - *"This grant process is one of the most time consuming I've encountered in my career. While the level of feedback and support is helpful, it is a very heavy lift, even for a well-resourced jurisdiction, to apply for funding."*
 - *"It's a very long process. Grant applicants must stay in engaged for each step, which requires quite a bit of work that generally can't be billed."*
 - *"The level of effort is frustrating, as we have to spend significant additional funding to pay for consultant time to get through the grant process, because there is so much that needs to be done."*
 - *"My lower score for the evaluation process is generally reflective of just how much work (60+ hours for each application) it takes to be competitive and how hard it is to address all criterion in 12 minutes."*
 - *"Not enough time - to cover the range of criteria"*
 - *"Twelve minutes is too short to reasonably address the information, especially for combo projects with even more criteria to address."*
 - *"It seems like there are a bunch of cultural resources questions all throughout the application and they all kind of ask the same things. If it could be streamlined and less cumbersome that would be great."*

Advisory Committees

Some respondents expressed frustration with advisory committees:

- *"...seeing many of the same faces and names on the panel that have been there for a decade, is at best, an ethics issue. Panels of any kind need to change in order to keep things equitable."*
- *"The review panel was loaded with individuals whose agencies had applied for grants. This is not fair or appropriate."*

Evaluation Criteria

Respondents shared feedback about criteria:

- Clarifying how to address criteria
 - *"The manual has a lot of information for each criterion – far more than it is possible for applicants to address..."*

- Some program specific criteria were also identified as being difficult to address
 - *"The evaluation process criteria for local parks allocates points to projects that are expansions or renovations, which in effect handicaps projects that are new sites regardless of the demonstrated need."*
 - *"ALEA criteria was confusing because many questions overlapped, so it was difficult to know when to say what."*
 - *"I always struggle with the Sustainability criteria. I understand the concept, but it seems ironic for the boating facilities category since the project is specifically geared towards recreational motorboating."*

Feedback

Respondents indicated more feedback may be helpful after scores are posted:

- *"It would be nice to have a mechanism to get feedback, it can feel like a black box where the application/presentation goes in, a score comes out...and how/why it is that score is not shared"*
- *"I would have appreciated more communication once decisions were made."*

Key Action Items

2022 Grant Round Action Items

The following are action items identified after the 2020 grant round (based on the applicant survey) and how, or if, RCO addressed that item:

2022 Grant Round Key Action	Status
Assess information from the upcoming equity review to help ensure small communities and rural communities are treated fairly throughout the evaluation process.	In process per RCO's <i>"Action Plan to Implement Equity Report Recommendations"</i> . Near term actions identified for 2024 grant cycle.
Consider improving the review module to make it easier for advisors to provide their technical review comments directly to applicants.	The agency made the decision not to move forward with this action for the 2022 grant cycle. This action item would involve PRISM development and will be considered for future enhancements to the PRISM Review and Evaluation Module.
Continue using web-based conferencing for review and evaluation meetings.	All grant review and evaluation meetings were virtual in 2022 grant cycle
Provide Zoom practice sessions for applicants.	Staff hosted multiple practice sessions for both the Spring and Fall grant programs. New

	applicants found these sessions to be very valuable.
Release manuals before the start of the grant round and clearly communicate any program changes to all applicants.	Completed prior to all grant openings in the 2022 cycle.
Update the online resources for ease of use by applicants (i.e., SCORP-Application Data Tool; Match Reduction Mapping Tool, preparing your PowerPoint instructions, etc.).	Census and Department of Health data sets were updated in the mapping tools prior to the 2022 grant cycle. No further enhancements were addressed based on the implementation of the new SCORP plan for 2024 and planned criteria changes for recreation grant programs. The <i>"Action Plan to Implement Equity Report Recommendations"</i> identifies mid-term actions for development of presentation templates. Projected for 2026 grant cycle.

Staff hopes to continue these process improvements in 2024.

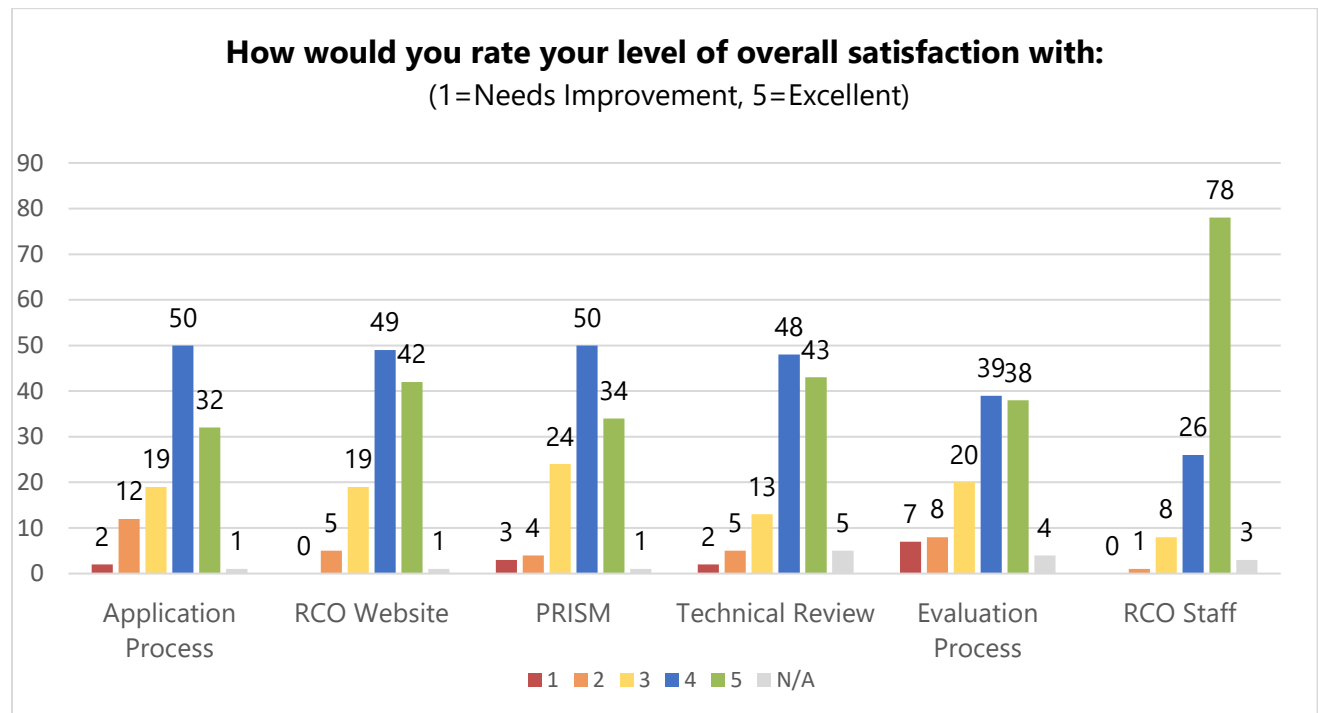
2024 Grant Round Action Items

- Implement near-term Equity Report priority actions to include updating and revising key evaluation criteria prior to the 2024 and 2026 grant cycles.
- Consider ways to streamline application process.
 - Pilot a simplified pre-application process in PRISM for the Community Outdoor Athletics Facilities grant program. Explore and assess how this process can be used in other Board and Office grant programs.
- Provide increased technical assistance to applicants after results are posted.
 - Provide training to outdoor grants managers to create consistency in the feedback loop for all applicants.
 - Explore PRISM enhancements to develop evaluation comment reports by the advisory committee for individual projects that is shared with the applicants (requires prioritization and funding in the PRISM enhancement budget)
- Update Advisory Committee charters to achieve improved social, geographic and sectoral representation among committee participants.
 - Consider shortened term limits for committee members.
 - Modify committee composition and structure, as needed.
- Offer additional workshops for first time applicants and sponsors for specific grant programs.

- Consider PRISM enhancements in the evaluation module that would include an easier format for evaluators to document their project notes and specific questions or guidance for applicants (requires prioritization and funding in the PRISM enhancement budget).
- Continue remote (virtual) review and evaluation meetings.

Applicant Survey Question Response Charts

Question Series 1: Overall Satisfaction

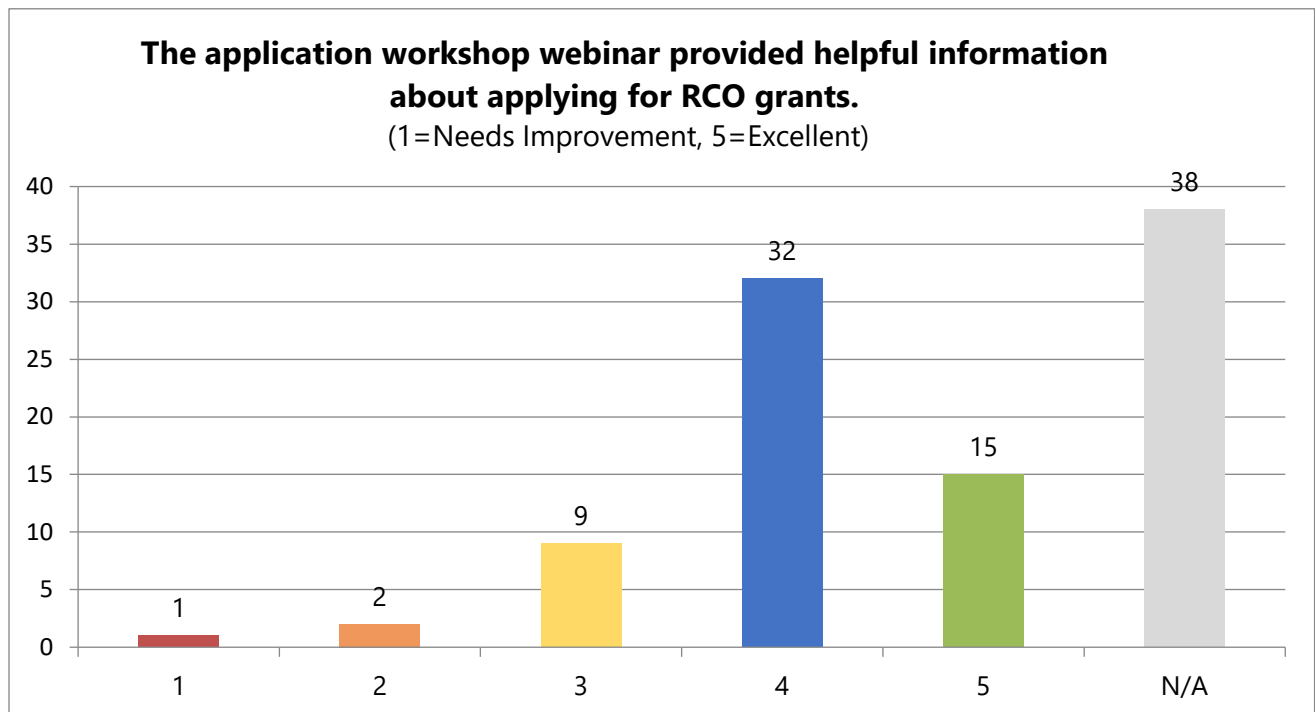


	1	2	3	4	5	N/A
Application Process	2%	10%	16%	43%	28%	1%
RCO Website	0%	4%	16%	42%	36%	1%
PRISM	3%	3%	21%	43%	29%	1%
Technical Review	2%	4%	11%	41%	37%	4%
Evaluation Process	6%	7%	17%	34%	33%	3%
RCO Staff	0%	1%	7%	22%	67%	3%

Notes

A majority of respondents replied positively about their experience with the application process. When respondents expressed concerns, they often felt the application process was overly long or complex, were looking for more feedback from the advisory committee or about their score or had trouble finding materials or information on the RCO website or in the grant manuals.

Question 2: Webinar

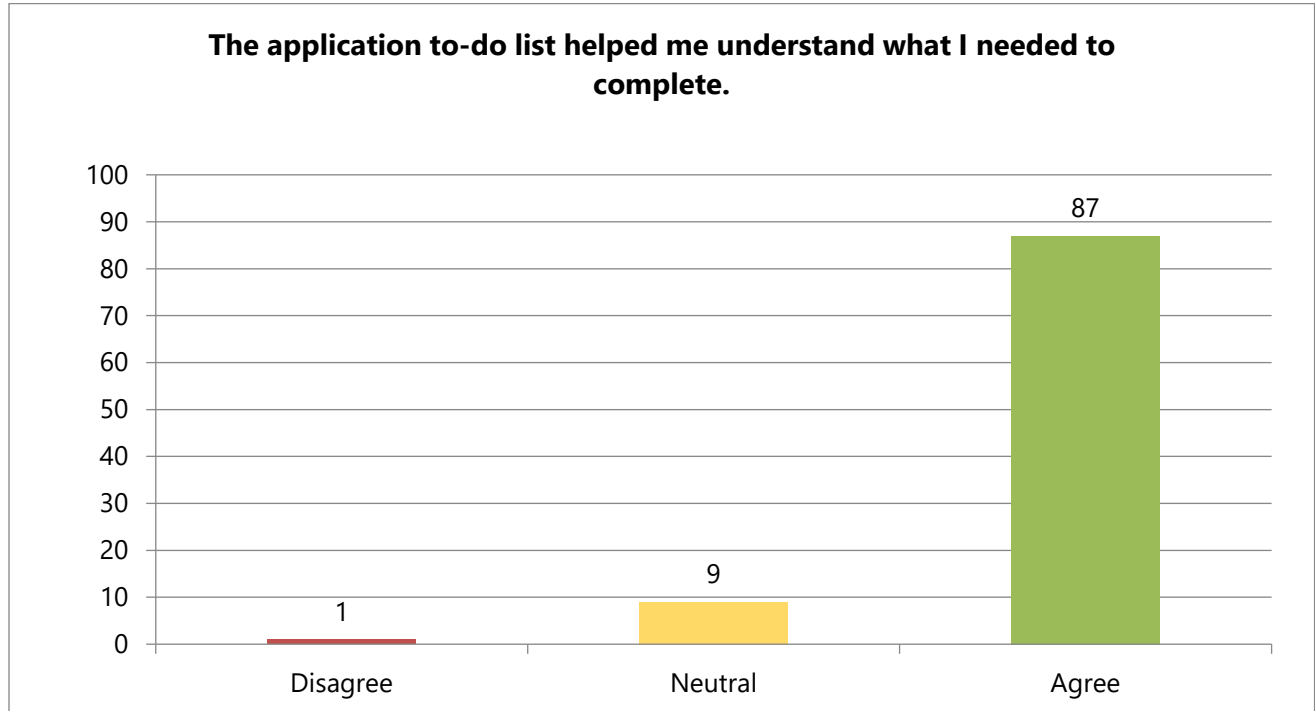


Score	1	2	3	4	5	N/A
The application workshop webinar provided helpful information about applying for RCO grants.	1%	2%	9%	33%	15%	38%

Notes

- A majority of respondents found the application webinar useful.

Question 3: Application To-Do List

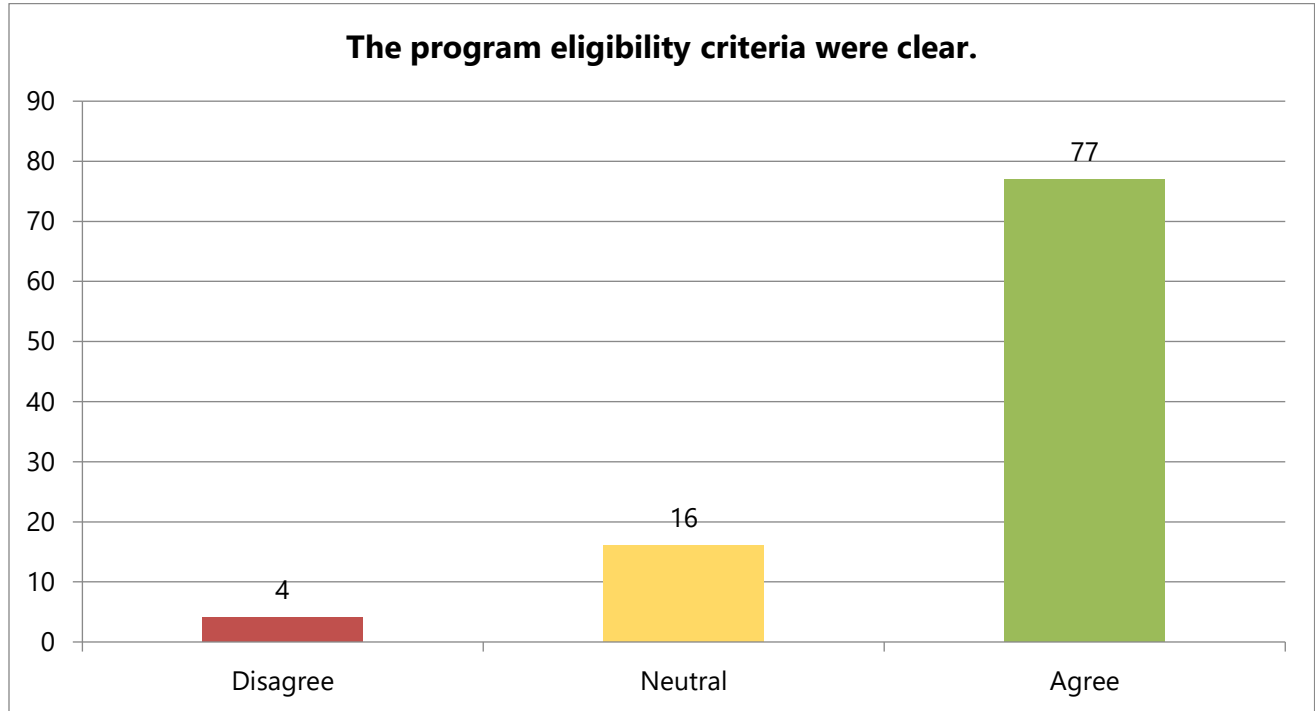


	Percent Disagree	Percent Neutral	Percent Agree
The application to-do list helped me understand what I needed to complete.	1%	9%	90%

Notes

- The application to-do lists remain a useful resource for applicants.

Question 4: Eligibility Criteria

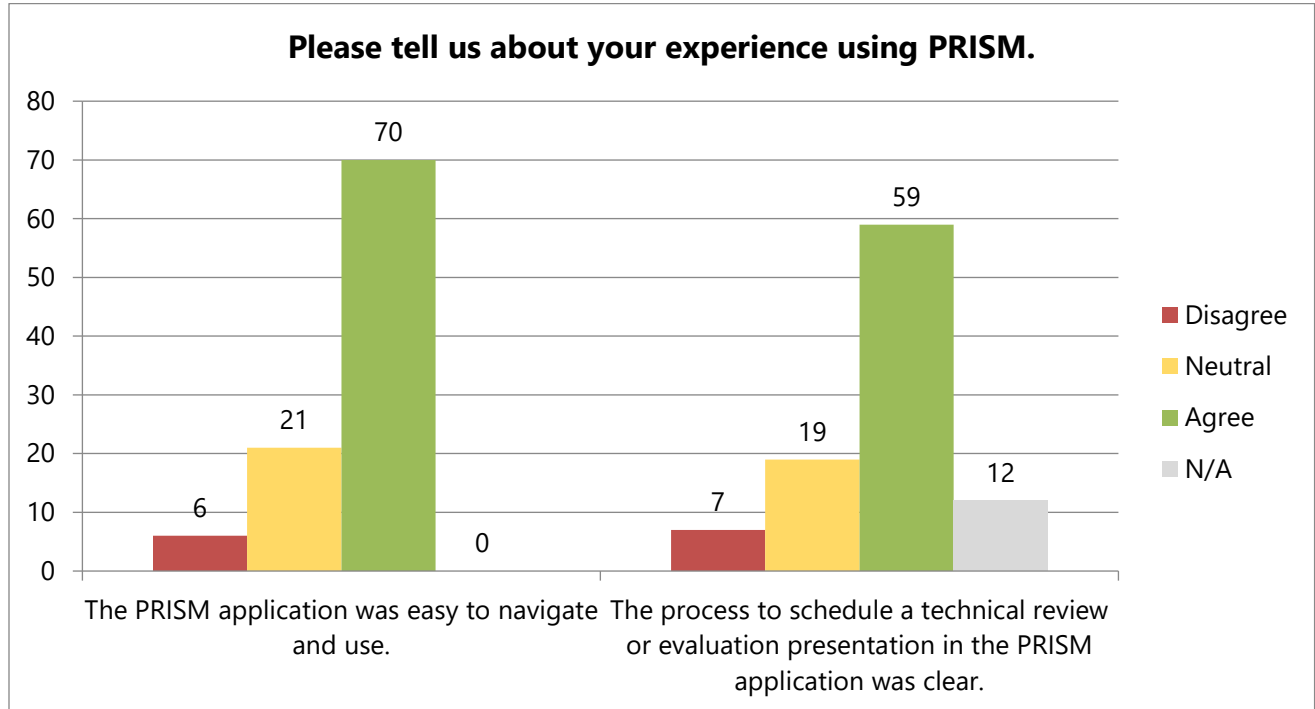


	Percent Disagree	Percent Neutral	Percent Agree
The program eligibility criteria were clear.	4%	16%	79%

Notes

- Respondents found program eligibility criteria to be clear.

Question Series 5: PRISM

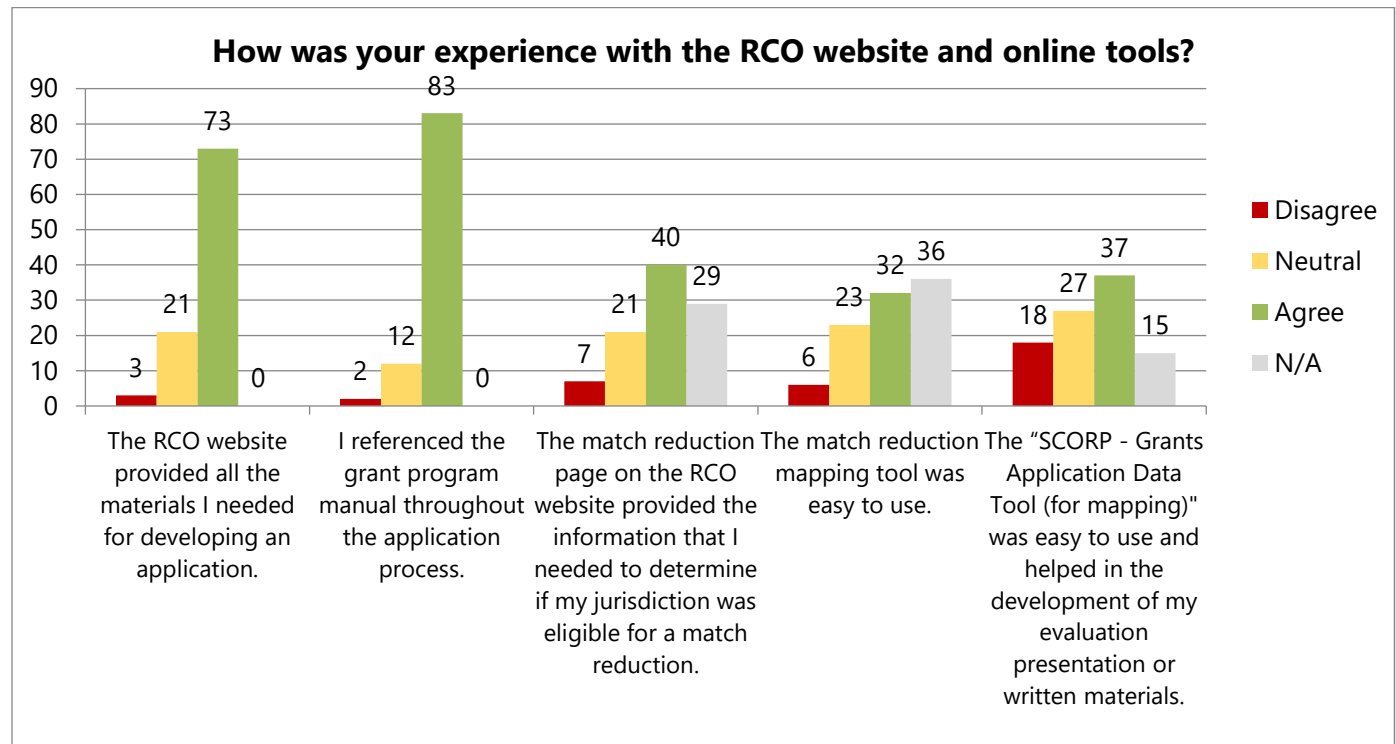


	Percent Disagree	Percent Neutral	Percent Agree	Percent N/A
The PRISM application was easy to navigate and use.	6%	22%	72%	0%
The process to schedule a technical review or evaluation presentation in the PRISM application was clear.	7%	20%	61%	12%

Notes

Respondents generally found PRISM to be a useful tool.

Question Series 6: RCO Website and Online Tools

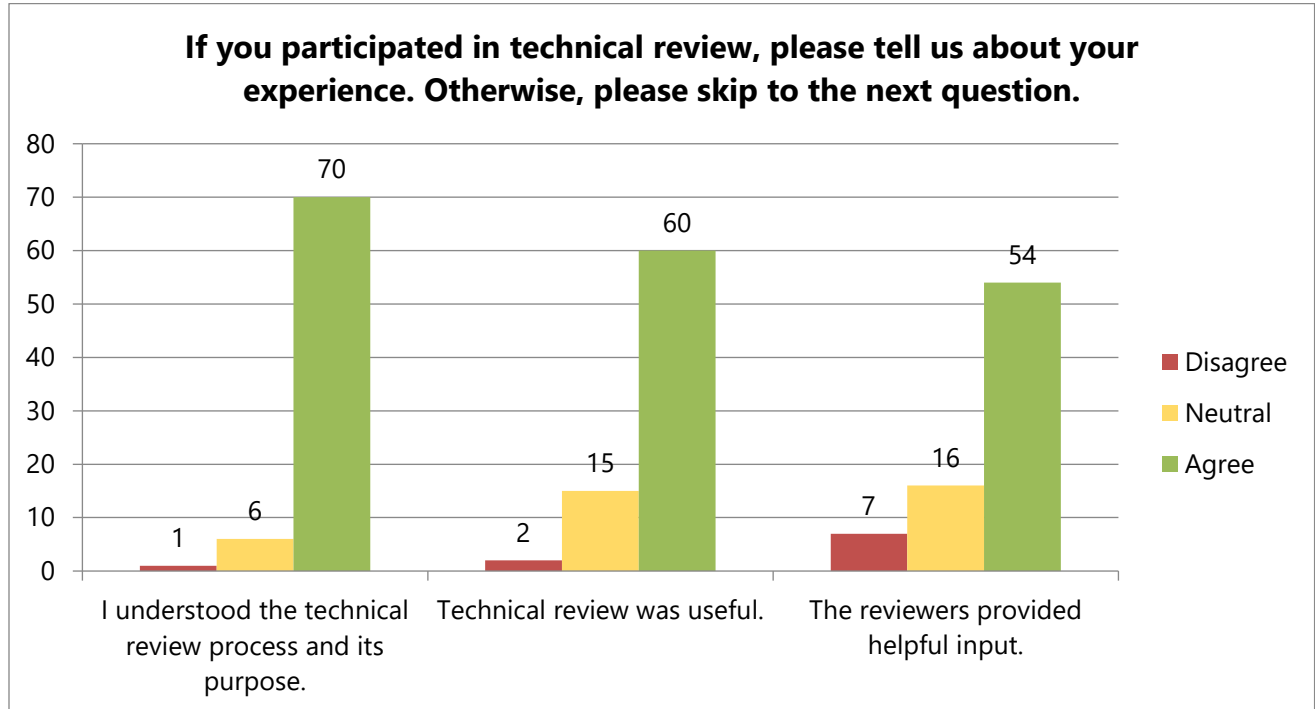


	Percent Disagree	Percent Neutral	Percent Agree	Percent N/A
The RCO website provided all the materials I needed for developing an application.	3%	22%	75%	0%
I referenced the grant program manual throughout the application process.	2%	12%	86%	0%
The match reduction page on the RCO website provided the information that I needed to determine if my jurisdiction was eligible for a match reduction.	7%	22%	41%	30%
The match reduction mapping tool was easy to use.	6%	24%	33%	37%
The "SCORP - Grants Application Data Tool (for mapping)" was easy to use and helped in the development of my evaluation presentation or written materials.	19%	28%	38%	15%

Notes

- Respondents were generally able to find what they needed on RCO's website and make use of RCO's online tools.
- Some respondents were unaware of these online tools, especially related to match reduction and SCORP.
- Negative comments were primarily related to the match reduction information, mapping tools, and SCORP information and tools being difficult to find or use.

Question Series 7: Technical Review

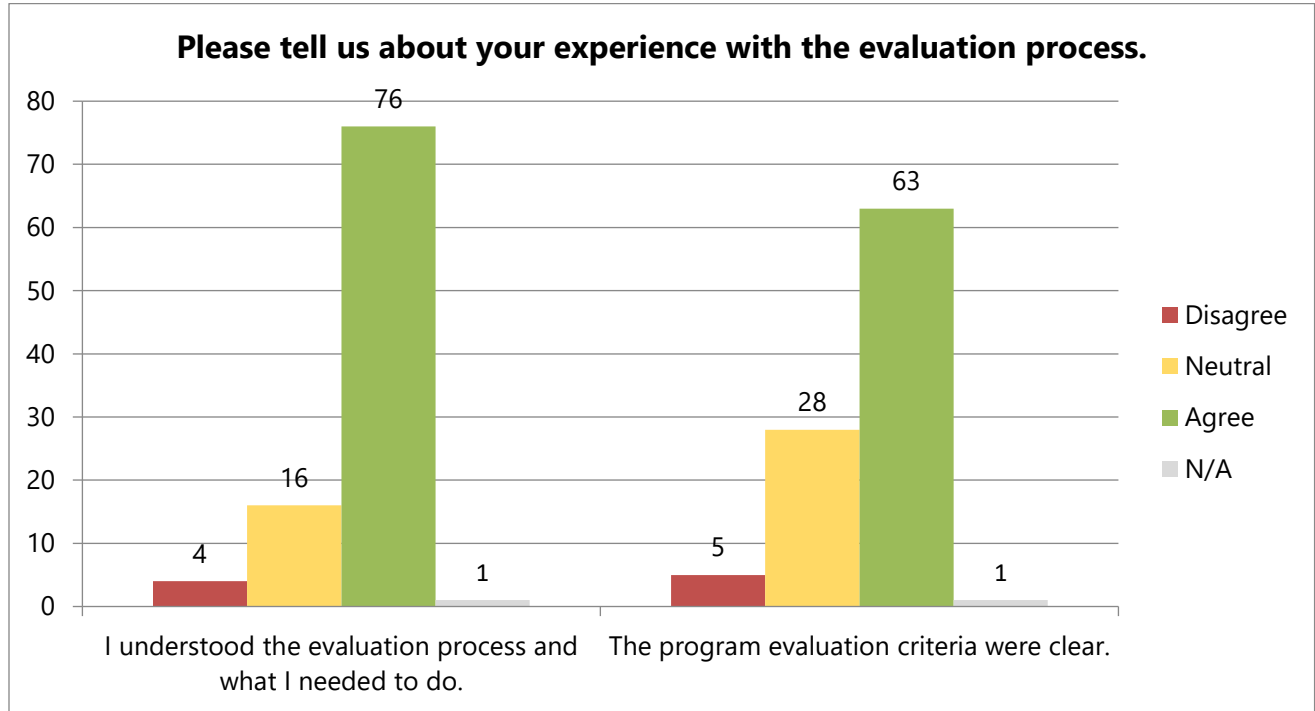


	Percent Disagree	Percent Neutral	Percent Agree
I understood the technical review process and its purpose.	1%	8%	91%
Technical review was useful.	3%	19%	78%
The reviewers provided helpful input.	9%	21%	70%

Notes

- Respondents generally found technical to be helpful in refining projects and presentations.
- Negative comments primarily focused on conflicting comments from advisors.

Question Series 8: Evaluation

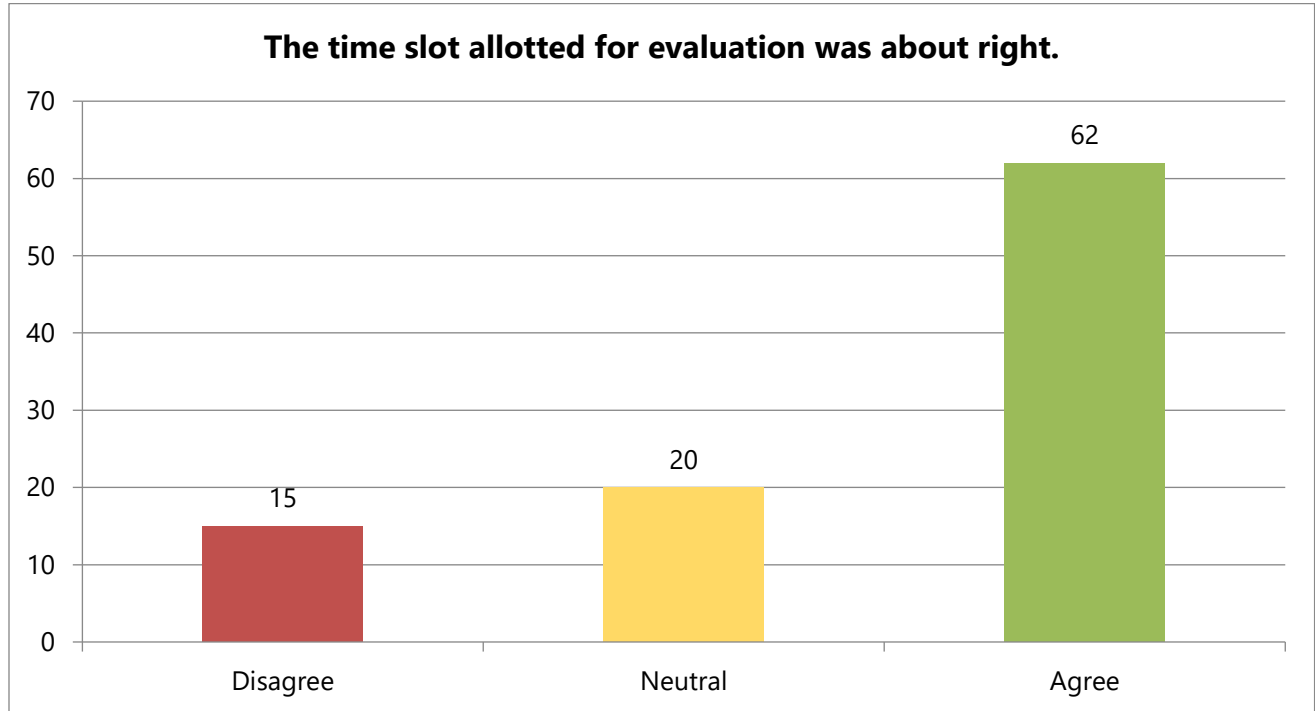


	Percent Disagree	Percent Neutral	Percent Agree	Percent N/A
I understood the evaluation process and what I needed to do.	4%	16%	78%	1%
The program evaluation criteria were clear.	5%	29%	65%	1%

Notes

- Respondents generally have a good understanding of the evaluation process.
- Respondents' primary concerns were related to how to interpret criteria, the number of criteria, and criteria being difficult to address.

Question 9: Evaluation Time

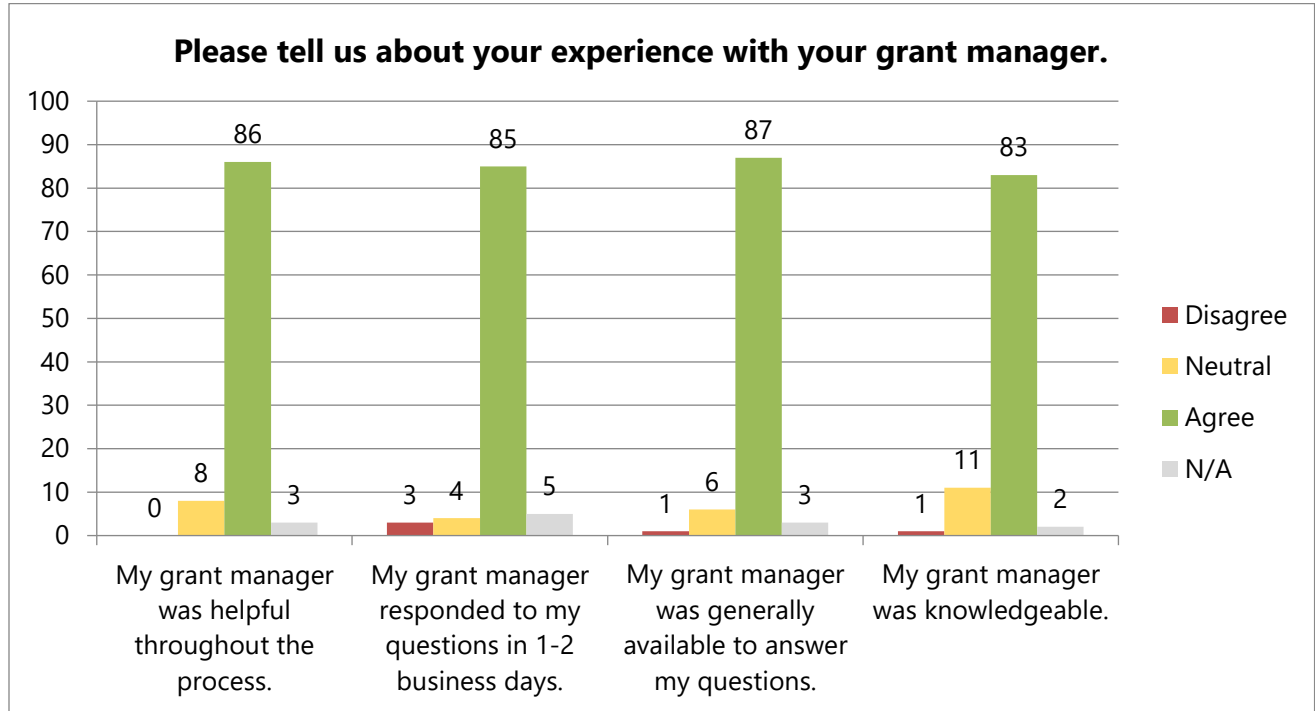


	Percent Disagree	Percent Neutral	Percent Agree
The time slot allotted for evaluation was about right.	15%	21%	64%

Notes

- A majority of respondents agreed the time allowed for evaluation presentations was right.
- Respondent concerns were almost entirely related to not having enough time to address each criterion.

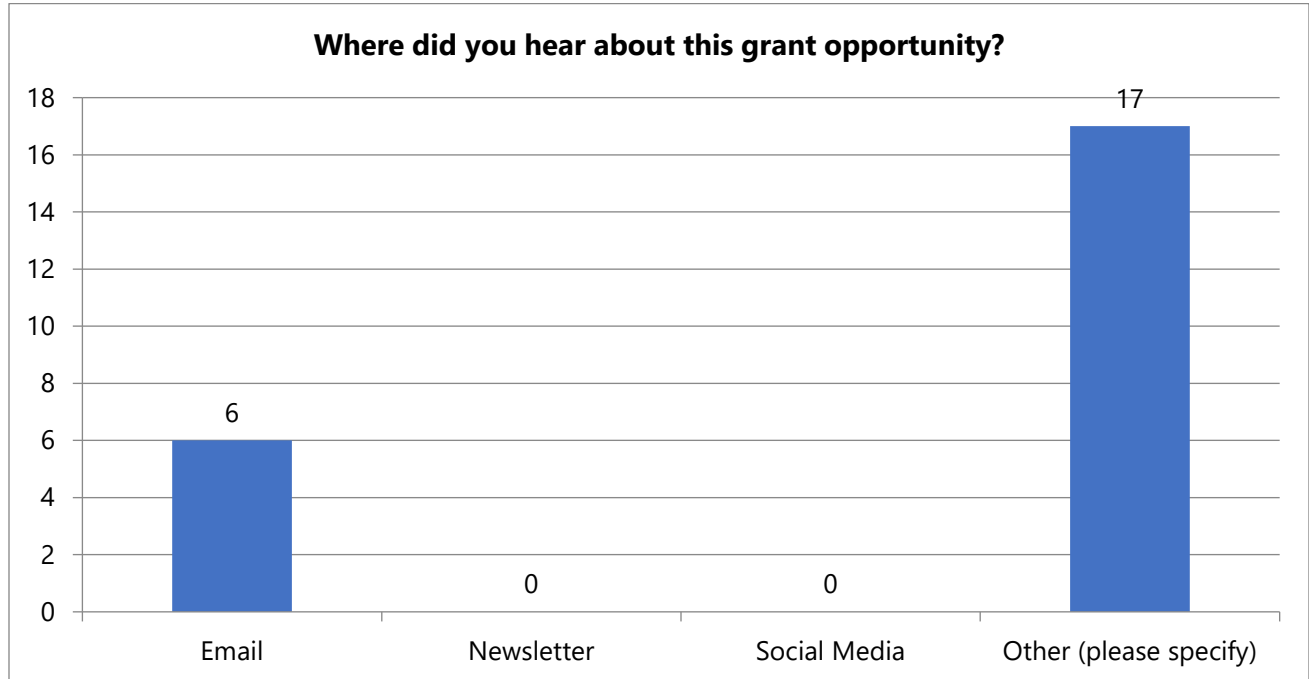
Question 10: Grant Manager



	Percent Disagree	Percent Neutral	Percent Agree	N/A
My grant manager was helpful throughout the process.	0%	8%	89%	3%
My grant manager responded to my questions in 1-2 business days.	3%	4%	88%	5%
My grant manager was generally available to answer my questions.	1%	6%	90%	3%
My grant manager was knowledgeable.	1%	11%	86%	2%

Notes

- It is clear from the comments and survey results that outdoor grant managers are an integral part of the grant process. Respondents generally felt their grant managers were proactive and able and available to answer questions.
- Of the respondents that included comments, eight-three percent were positive. Other comments indicated applicants did not need to reach out to their grant manager because they felt comfortable with the process.

Question 11: Where did you hear about this grant opportunity?


Percent of Respondents	
Email	26%
Newsletter	0%
Social Media	0%
Other	74%

Notes

- This new question was added only for the fall cycle applicants only.
- "Other" responses included:
 - Searching on the internet
 - Prior knowledge
 - Colleague or employer
 - Community

2022 Recreation and Conservation Funding Board Grant Process, Advisory Committee Survey Results Summary

Introduction

At the end of each Recreation and Conservation Funding Board (board) grant cycle, Recreation and Conservation Office (RCO) staff survey advisory committee members. Advisors are asked to share their experience reviewing and evaluating grants through an anonymous survey. Advisors comment on RCO's grant programs, tools, processes, and staff. RCO staff use survey results to identify key actions items for the next grant cycle to help RCO continue to improve.

Survey Approach

For the first time, advisors were surveyed twice about the 2022 grant cycle, once after technical review (for programs that include technical review) and again after evaluation. Previously, advisors were surveyed about technical review and evaluation in the same survey.

The selected recipients were listed in PRISM as advisory committee members for one or more programs in 2022. RCO staff distributed the survey to 100 contacts for the technical review survey and to 152 contacts for the evaluation survey.

Contacts and Response

Sixty-three people responded to the technical review survey; a sixty-three percent response rate based on the people contacted. Seventy-six percent of survey respondents were either community members or local government representatives. Most respondents serve on a Washington Wildlife and Recreation Program (WWRP) advisory committee.

Eighty-nine people responded to the evaluation survey; a fifty-eight percent response rate based on the people contacted.² This is the same response rate RCO received for the 2020 advisory committee survey. Sixty-two percent of survey respondents were either community member or local government representatives. Most respondents serve on a WWRP advisory committee, although RCO received responses from advisors on every committee.

Conclusions

After reviewing the survey results, staff has summarized the findings as follows:

- Respondents were satisfied with the technical review and evaluation processes. Based on comments, uncertainty about how to interpret the subjective criteria caused the most confusion, especially among new advisors.

² The number of responses to each question in the survey varies from this total because some participants skipped questions and/or did not complete the survey.

- New advisors indicated that reminders or more specific “how to” instructions about the expectations for the review and evaluation processes would be useful, especially if given shortly before the work begins.
- Respondents generally had positive feedback about the PRISM review and evaluation module.
- Respondents reported positive interactions with RCO staff and agreed they received timely information and that staff moderators managed meetings effectively.
- Respondents who participated in RCO’s stipend program had an overall positive experience. Most indicated that they would have participated on an advisory committee even if no stipend had been offered, but it did make it somewhat easier to participate.

Summary of Comments

Respondents’ comments were reviewed and categorized by primary theme. The following is a summary of respondents’ responses to open-ended questions by theme.

RCO Staff

Respondents reported positive and helpful interactions with RCO staff:

- *“I cannot speak highly enough about the professionalism, quick responses, and overall quality information that I received from RCO staff. Thank you for doing such a great job!”*
- *“Outstanding job by RCO staff, super helpful and friendly. Very knowledgeable and appreciative.”*
- *“Professional folks and very responsive. Great group of people.”*
- *“Very professional and helpful staff that made participating for the first time very easy.”*
- *“The RCFB should be very proud of this professional and friendly staff.”*

Clarification About Expectations

Respondents, especially first-time advisors, would appreciate additional instructions or clarity on the following topics:

- Expectations for their review of application and presentation materials in advance of the scheduled meetings.
- The types of feedback and questions that are most helpful to applicants:
 - *“Having some examples of beneficial feedback from previous applications would be great. That way I could see what type of information best helps the candidate. ”*

Evaluation Criteria

Respondents, especially first-time advisors, believe more guidance about the evaluation criteria would be helpful, including guidance about:

- Interpreting criteria
 - *"Because so much of the scoring is subjective (e.g., the opinion of the reviewer on things like the design, sustainability elements, etc.), it might be helpful to offer some techniques for navigating that gray area."*
 - *"I think it would be helpful to provide not only the scoring criteria for reviewers, but also a primer on some of the concepts for those unfamiliar."*
- Setting up a rubric or applying scores
 - *"A little more scoring guidance would be useful for first timers, but I recognize how the current rubric encourages individual opinions, which I value. It was a little adrift my first time, but now have a good grasp on how I interpret the criteria."*
 - *"More clarification on what differentiates between a 1 and 2 rating, a 2 and 3 rating, or a 3 and 4."*
- Hearing examples from experienced advisors
 - *"More practicable tips from existing members to new members on how to understand and move efficiently through the process would be helpful. "*
- Improving evaluation criteria
 - *"Consider evaluating/scoring serving of underserved populations by staff (rather than by advisory committee members) by developing scoring matrix based on stats from RCO's grant application tool"*
 - *"Make it less subjective and prone to grade inflation"*

Connection and Networking

Respondents expressed a desire for more opportunities to learn from each other, for example:

- Time built into meeting days for advisory committee discussion
 - *"The virtual meetings work really well. However, maybe an "optional" social time either before or after the meetings for us to get to know our colleagues a little better."*

Fairness and Conflicts

Some respondents commented on the fairness of the process.

- *"I found it interesting that some committee members were freely advocating for proposals and outcomes during the presentation Q&A sessions rather than only asking questions (while others were not)."*
- *"Not frustration, but I do miss the in-person presentations. But I actually think doing these online is fairer."*

Process and Experience

Respondents reported a positive overall experience, and commented on further improvements including:

- Positive staff interactions
 - *"All of RCO staff is fantastic to work with. I have volunteered on evaluation committee for 8 years and they are the reason I want to return. They are supportive, helpful, professional and make volunteering easy and enjoyable."*
- Streamlined experience
 - *"I really appreciate how well-coordinated and professional this process is, and the respect that you have for our time as volunteers. Many thanks! "*
 - *"The evaluation criteria are, by intent, fairly quantitative. The presentations tend to just consist of the applicants' reading portions of their written application. We could probably forgo both the practice and final presentations, replace them with a Q&A opportunity, and do the scoring based solely on the written material. Would save a lot of time and process"*
- Efficient meetings
 - *"I commend the staff and moderators for keeping the presentations on schedule and helping the applicants hone their presentations to speak directly to the review criteria."*

Key Action Items

2022 Grant Round Action Items

The following is a list of action items identified after the 2020 grant round and how, or if, RCO addressed that item:

2022 Grant Round Key Action	Status
-----------------------------	--------

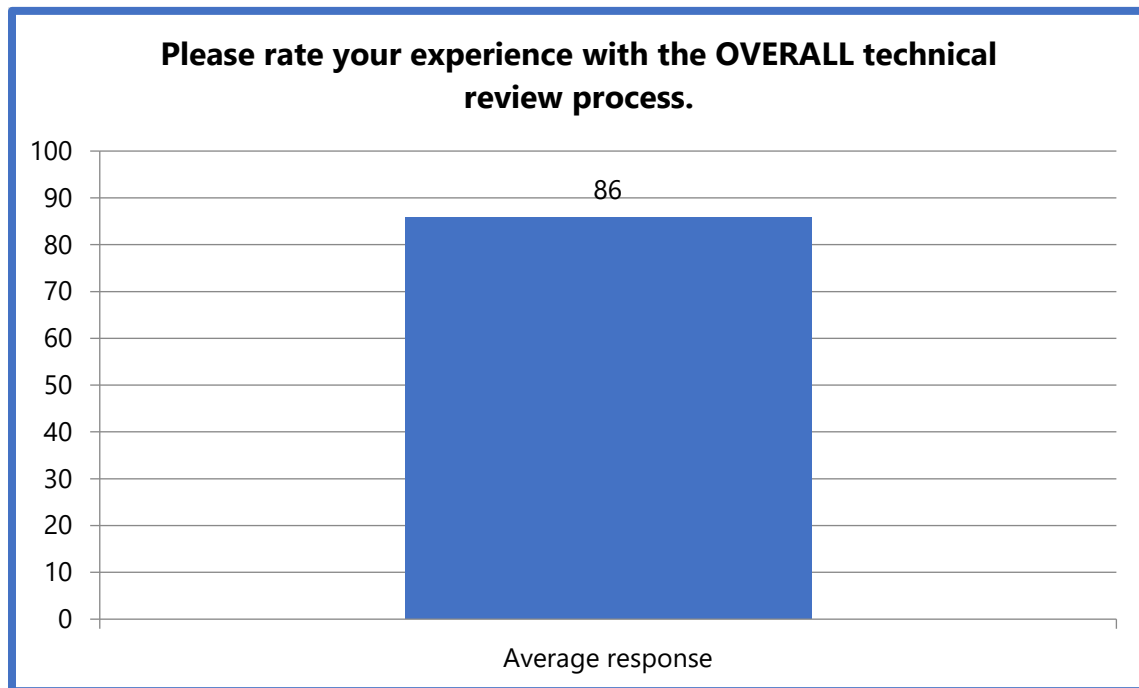
Evaluate different methods for evaluators to document scores during grant evaluations.	Staff provided worksheets for advisors, if requested.
Review advisory committee feedback on evaluation criteria.	Committee feedback was incorporated into the policy team priority actions
Consider sending calendar invites for the various meeting times, rather than just emailing out the dates/times to everyone.	This process was implemented throughout the 2022 grant cycle.
Look for ways to restructure the survey to get a higher response rate.	Surveys were sent immediately after technical review and again after evaluation to ensure responses were collected soon after the experience.

2024 Grant Round Action Items

- Provide a more detailed overview of process and expectations as early as possible.
 - Offer a sample scoring experience to help advisors understand expectations.
- Create more space for advisors to connect in the virtual environment.
- Explore process changes to better prepare first-time committee members.
 - Offer more guidance and opportunities for discussion of scoring criteria.
- Update conflict of interest and ethics policy for committee members.
 - Provide (and require) bias awareness training prior to grant review meetings.

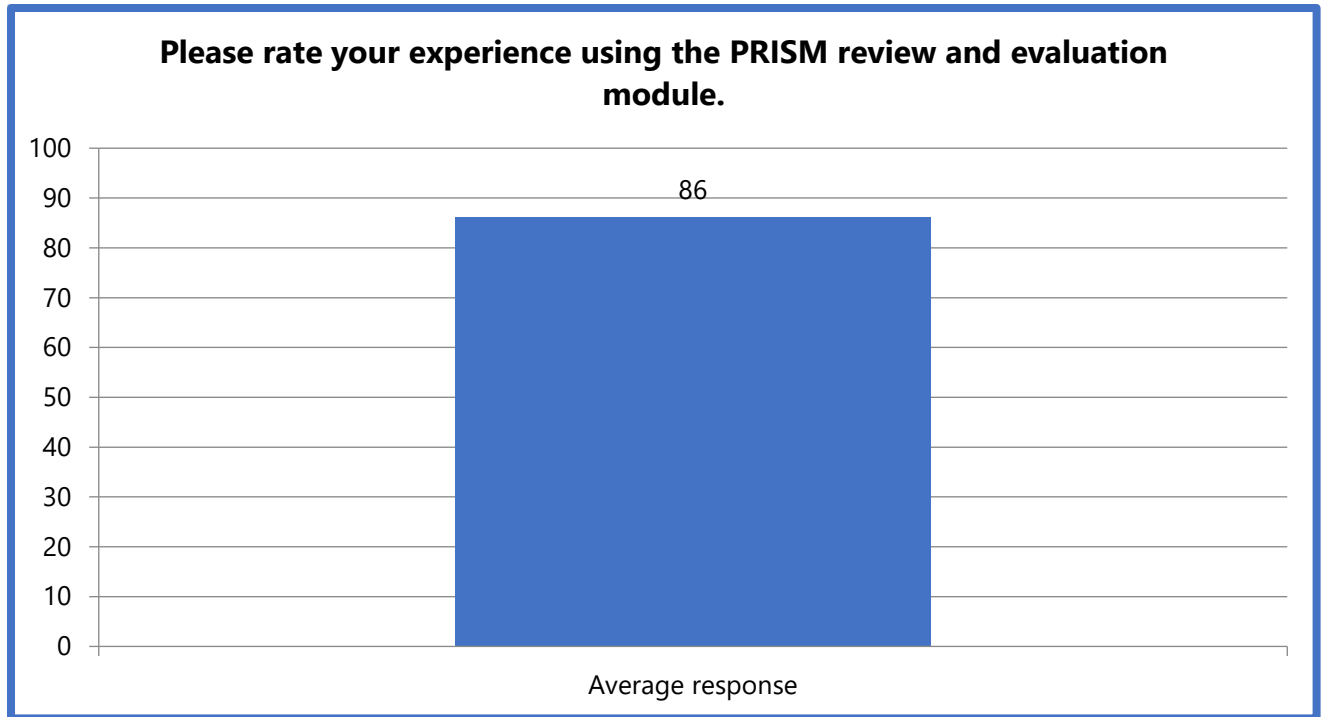
Technical Review Survey Question Response Charts

Question 1: Overall Technical Review Experience



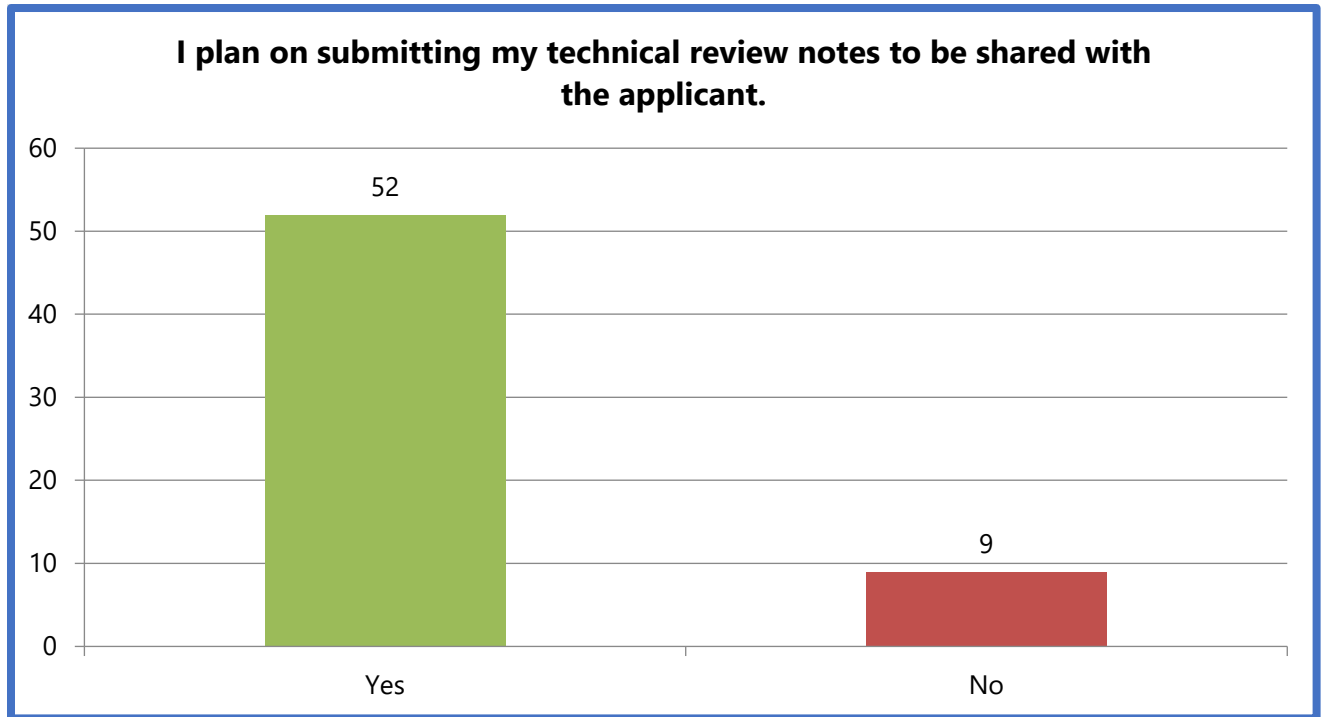
Notes

- Evaluation process was ranked on a scale of 0-100.
- Advisors were generally satisfied with the evaluation process.

Question 2: PRISM Experience**Notes**

- The PRISM review and evaluation module was ranked on a scale of 0-100.
- Advisors were generally satisfied with the PRISM review and evaluation module.

Question 3: Technical Review Notes

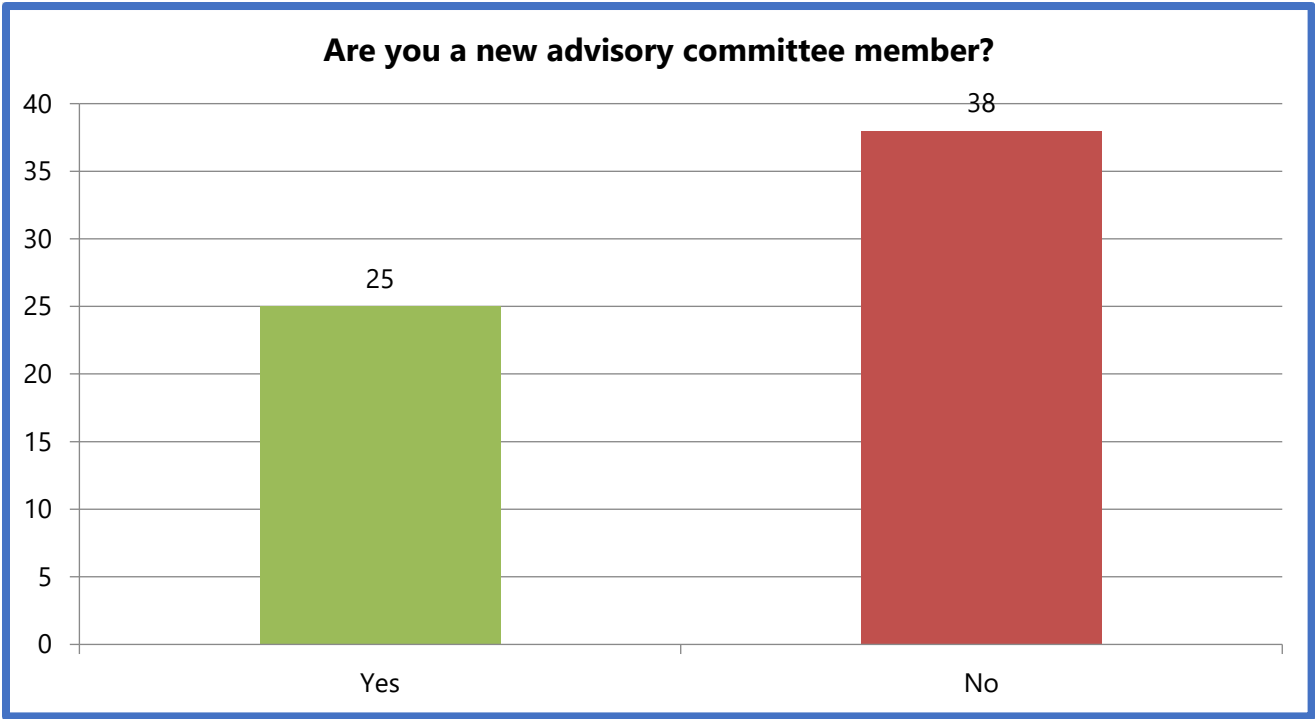


	Percent Yes	Percent No
I plan on submitting my technical review notes to be shared with the applicant.	85%	15%

Notes

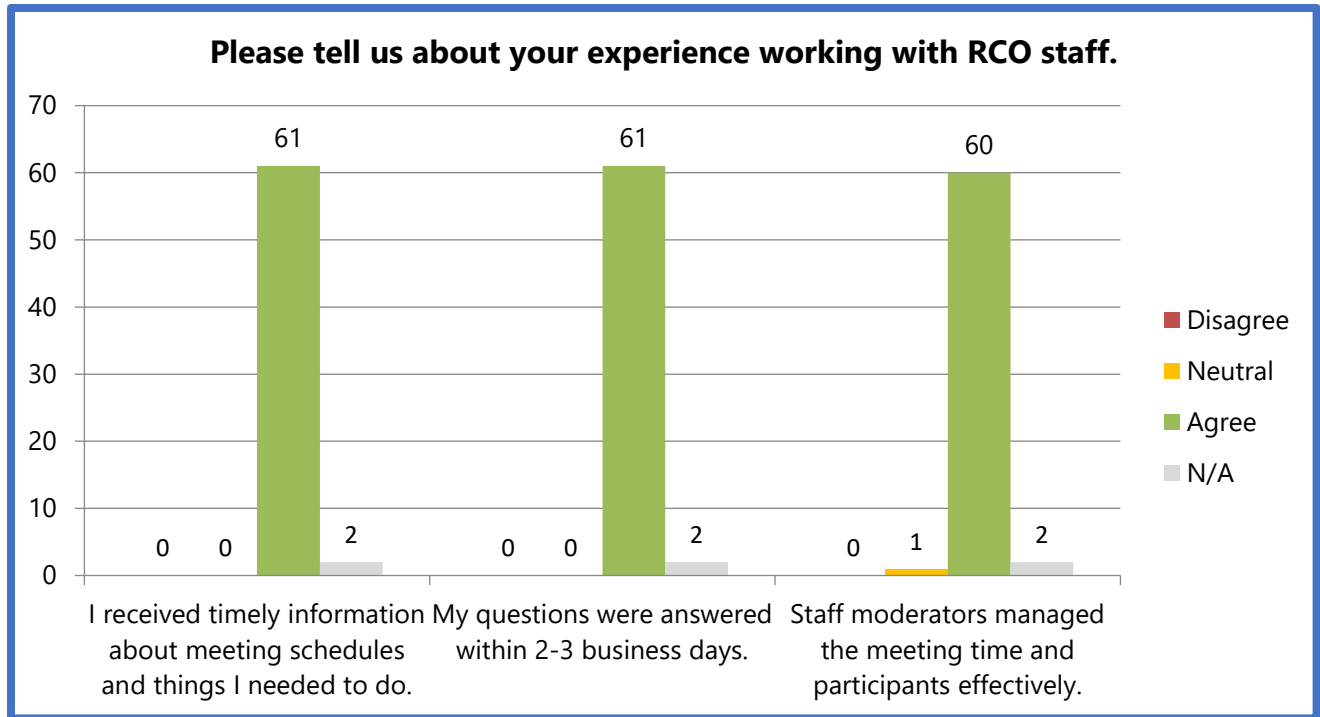
- The note tool is primarily being used to share more feedback with applicants.

Question 4: New Advisory Committee Members



	Percent Yes (New advisor)	Percent No
Are you a new advisory committee member?	40%	60%

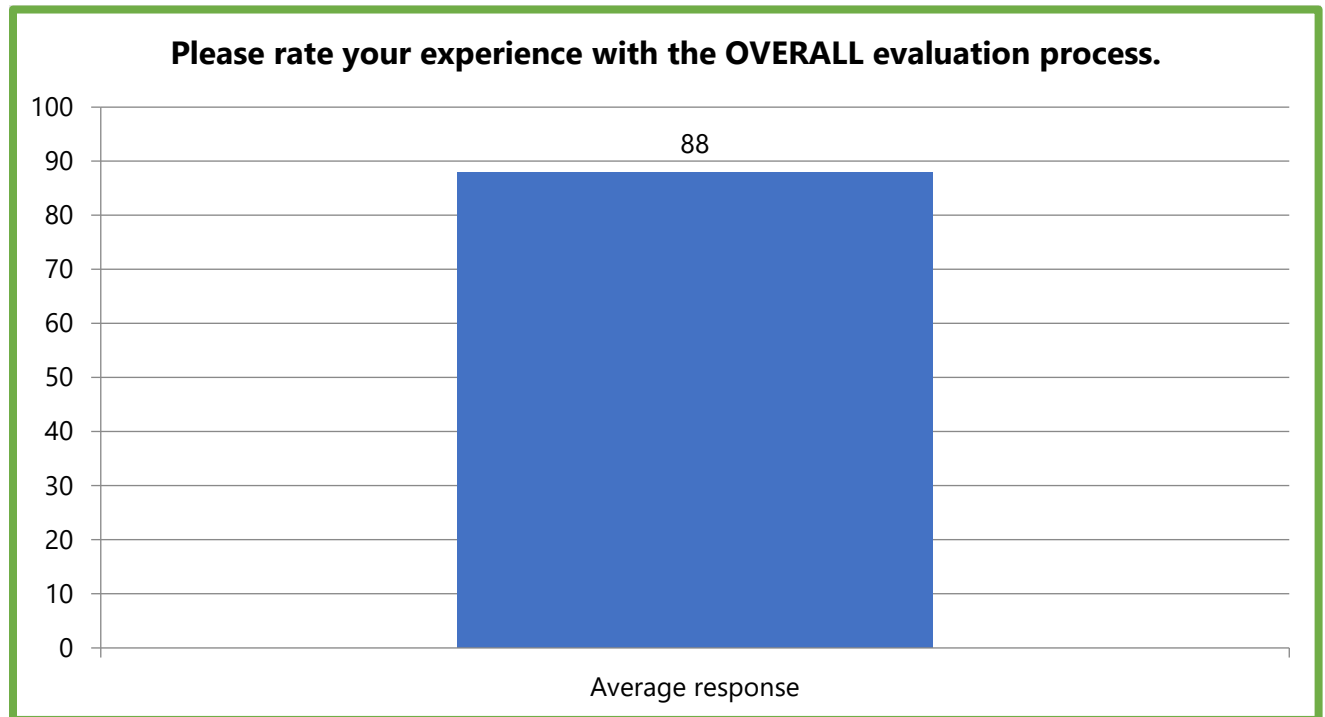
Question Series 5: Interaction with RCO staff



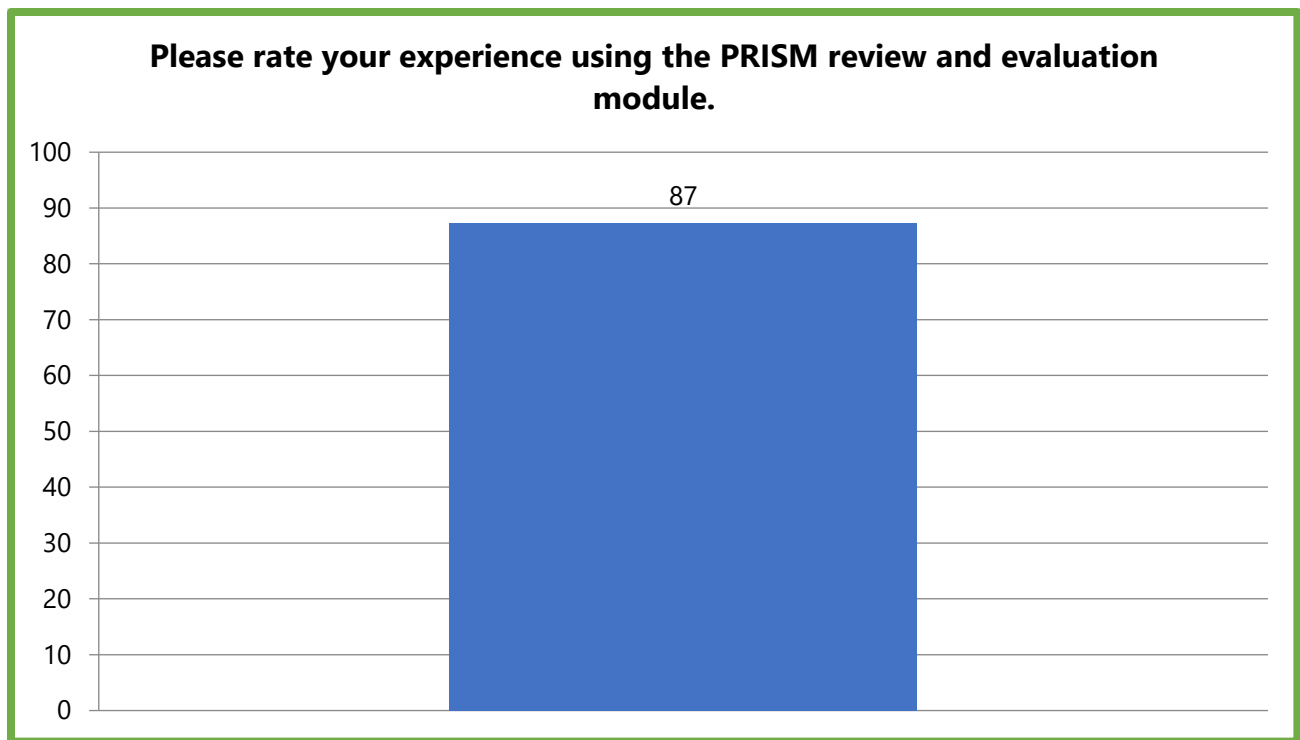
	Percent Disagree	Percent Neutral	Percent Agree	Percent N/A
I received timely information about meeting schedules and things I needed to do.	0%	0%	97%	3%
My questions were answered within 2-3 business days.	0%	0%	97%	3%
Staff moderators managed the meeting time and participants effectively.	0%	2%	95%	3%

Notes

- Respondents were satisfied with their experience working with RCO staff.
- Respondents agreed that moderators managed meetings effectively.

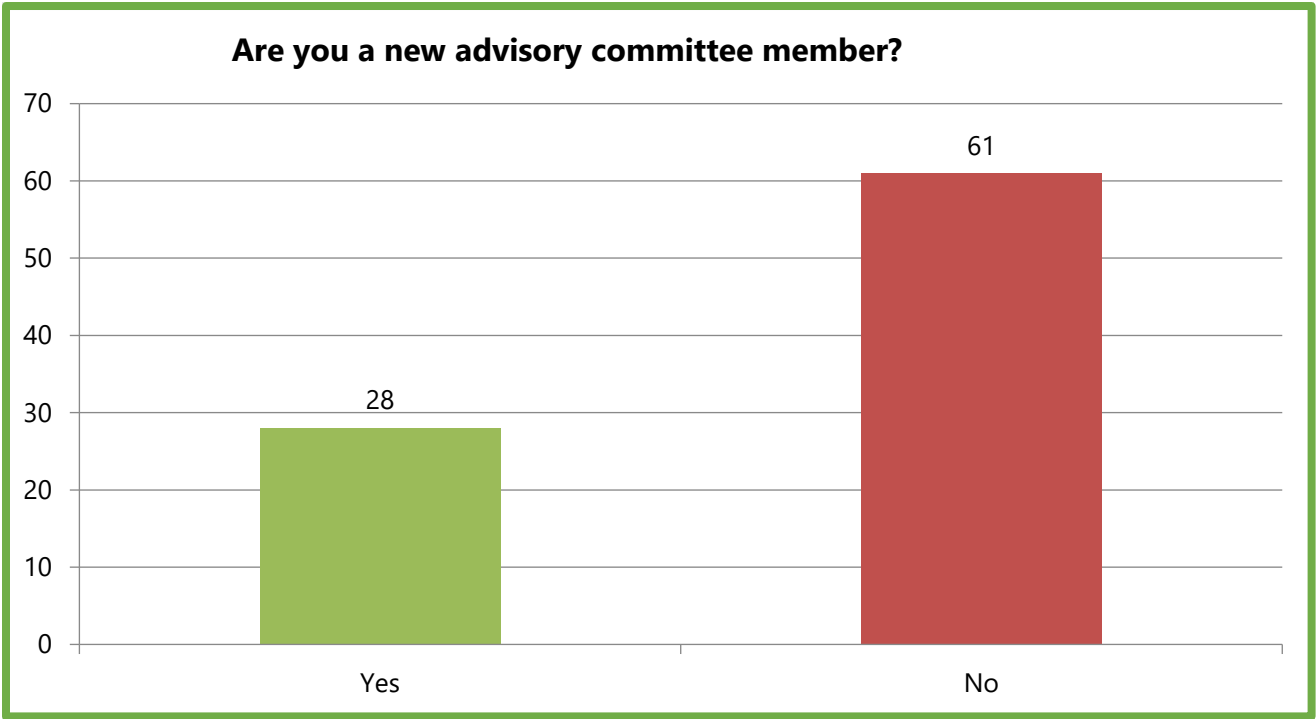
Appendix B: Evaluation Survey Question Response Charts**Question 1: Overall Evaluation Experience****Notes**

- Evaluation process was ranked on a scale of 0-100.
- Advisors were generally satisfied with the evaluation process.

Question 2: PRISM Experience**Notes**

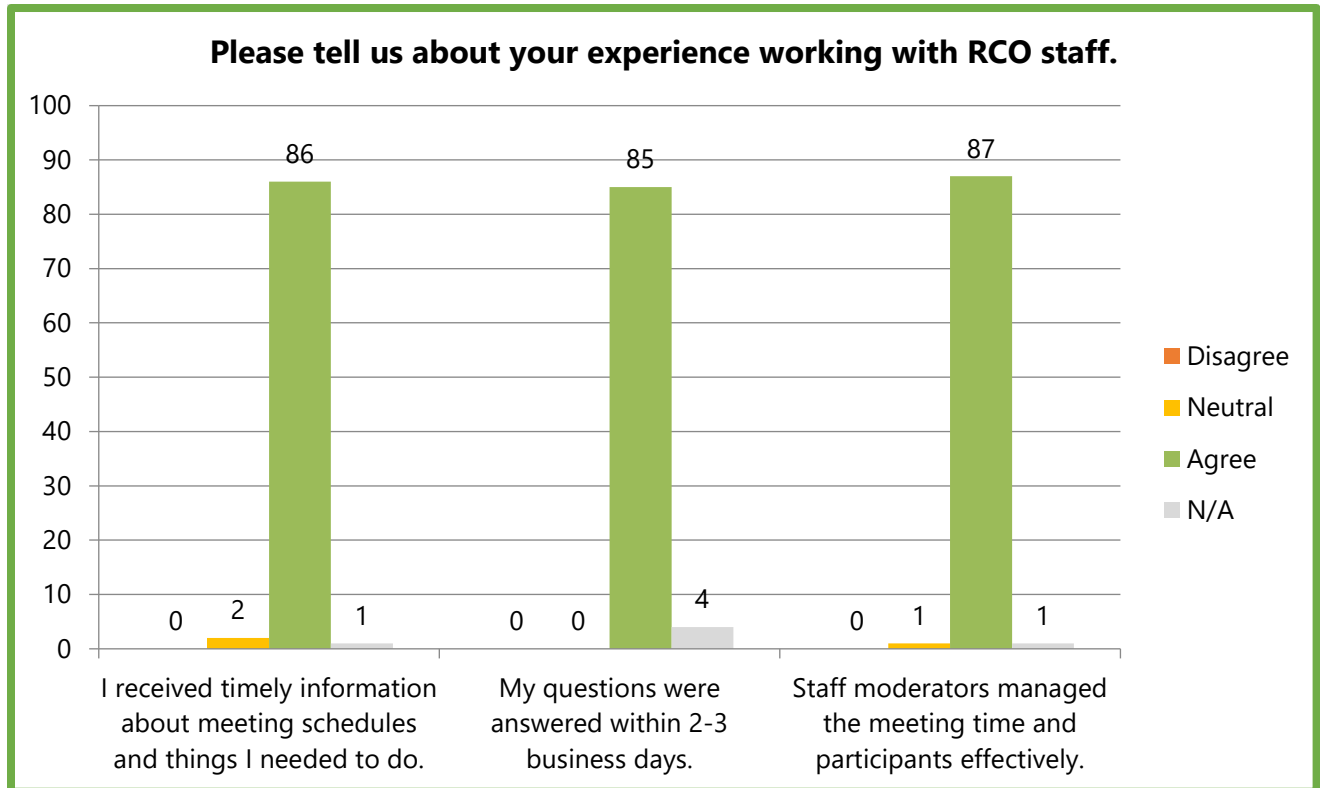
- The PRISM review and evaluation module was ranked on a scale of 0-100.
- Advisors were generally satisfied with the PRISM review and evaluation module.

Question 3: New Advisory Committee Members



	Percent Yes (New advisor)	Percent No
Are you a new advisory committee member?	31%	69%

Question Series 4: Interaction with RCO Staff



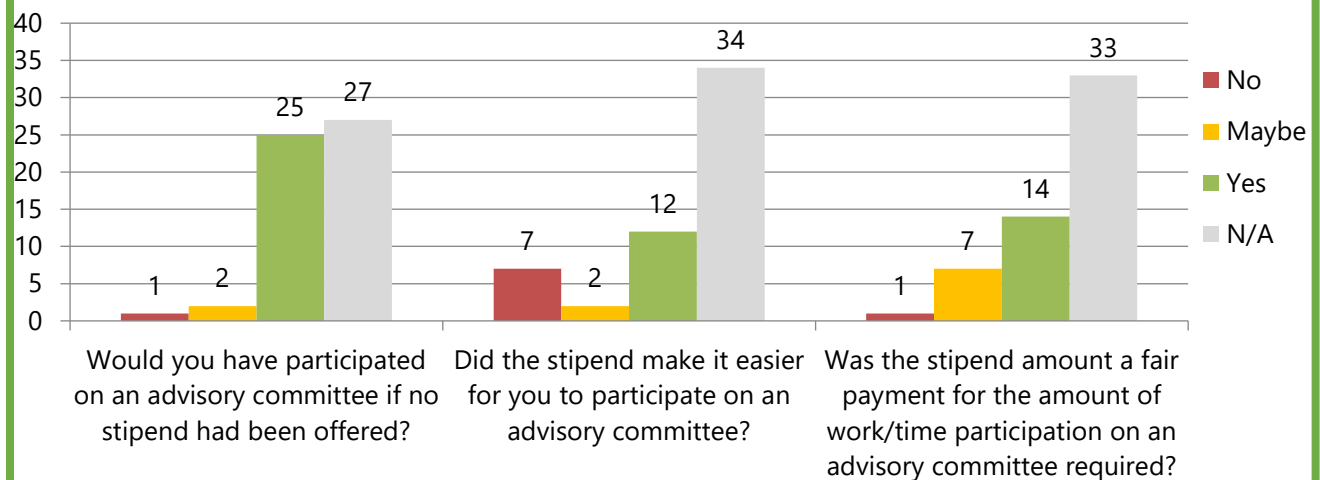
	Percent Disagree	Percent Neutral	Percent Agree	Percent N/A
I received timely information about meeting schedules and things I needed to do.	0%	2%	97%	1%
My questions were answered within 2-3 business days.	0%	0%	96%	4%
Staff moderators managed the meeting time and participants effectively.	0%	1%	98%	1%

Notes

- Respondents are generally satisfied with their interactions with RCO staff.
- Respondents felt the evaluation meetings were managed effectively.

Question Series 5: Stipend Experience

If you did receive a stipend from RCO, please help us learn more about your experience.



	Percent No	Percent Maybe	Percent Yes	Percent N/A
Would you have participated on an advisory committee if no stipend had been offered?	2%	4%	45%	49%
Did the stipend make it easier for you to participate on an advisory committee?	13%	4%	22%	62%
Was the stipend amount a fair payment for the amount of work/time participation on an advisory committee required?	2%	13%	25%	60%

Notes

- Most respondents would have participated even if they received no stipend.
- A stipend made it easier for some advisors to participate on an advisory committee.



Recreation and Conservation Funding Board Decision Memo

Item

16

APPROVED BY RCO DIRECTOR MEGAN DUFFY

Meeting Date: June 27-28, 2023

Title: Grant Review and Evaluation Procedures

Prepared By: Kyle Guzlas, Grant Services Section Manager

Summary

This memo summarizes the grant application review and evaluation process used for many Recreation and Conservation Funding Board (board) grant programs and provides analysis and considerations for the board to make a decision on processes for future grant cycles.

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: 2023-24

Purpose of Resolution: Approve using a virtual "*Presentation*" process for board grant programs for future grant cycles.

Background

The Recreation and Conservation Funding Board (board) has adopted two evaluation processes for its grant programs. Advisory committees use these processes for both technical review and evaluations. These are referenced as "*Presentation*" and "*Written*" processes. Here are brief descriptions of each process.

Presentation: The process used for grant programs or categories where evaluation of projects involves an applicant attending review and evaluation meetings to provide an oral and graphic presentation, addressing the board-adopted evaluation criteria, to the advisory committee. The committee listens to the presentation, asks follow-up questions, then scores the project using the PRISM Online Review and Evaluation Module.

Written: The process used for grant programs where electronic application materials are available to volunteer advisory committee members. Application materials include written responses to board adopted evaluation criteria, project descriptions, cost estimates, maps, plans, photos, and more. The materials are accessed by the advisory committee at any point during the review or evaluation timeframe, usually two to four weeks. The members then transmit their comments or scores to Recreation and Conservation Office (RCO) using the PRISM Online Review and Evaluation module.

The RCO facilitates these processes for nine board programs and two office programs for a total of thirty-two separate categories. This includes eighteen “Written” and seventeen “Presentation” sessions as shown in the table below.

Grant Program	Grant Process	
	Written	Presentation
Aquatic Lands Enhancement Account		1
Boating Facilities Program (2 categories)		2
Boating Infrastructure Grant (2 categories)*	2	
Community Forests Program	1	
Firearms and Archery Range Recreation		1
Land and Water Conservation Fund (2 categories)*	1	1
No Child Left Inside (3 categories)	2	1
Nonhighway and Off-road Vehicle Activities (4 categories)	1	3
Outdoor Learning Grants	2	1
Recreational Trails Program (2 categories)	2	
Washington Wildlife and Recreation Program (12 categories)	5	7
Youth Athletic Facilities Program (2 categories)	2	
Total	18	17

*One category evaluated by a national panel.

The COVID-19 pandemic presented a unique challenge for RCO’s facilitation of the “Presentation” grant review and evaluation process. Prior to the 2020 grant cycle, technical review and evaluation meetings were held in-person in Olympia. To comply with state health and safety directives, staff pivoted to a 100 percent virtual process for the 2020-21 grant cycle. Completing the development and implementation of the PRISM Review and Evaluation Module, and public familiarity of virtual meeting platforms like Zoom[®] made this transition relatively smooth.

The board approved continuation of the virtual "*Presentation*" format for the 2022-23 grant cycle through approval of *Resolution 2021-26*.

During the 2020-21 and 2022-23 grant cycles, staff facilitated over 630 hours of virtual review and evaluation meetings, involving presentations by more than 270 organizations.

To help ensure transparency, RCO staff broadcasts these meetings live on YouTube® so members of the public can see and hear the presentations in real-time. Those recorded sessions remain available for applicants to view and may help applicants critique themselves before preparing for the next grant cycle.

Decision Authority

Washington Administrative Code (WAC) sets the parameters and outlines the board's authority to make decisions on grant review and evaluation procedures. Specifically, WAC 286-13-020 states:

Application requirements and the evaluation process.

- (1) The board shall adopt a competitive evaluation process to guide it in allocating funds to grant applicants. The board may also adopt a technical review process to assist applicants in preparing for evaluation of their applications.
- (2) The board's technical review and evaluation process for applications shall:
 - (a) Be developed, to a reasonable extent, through the participation of a grant program advisory committee and interested parties;
 - (b) Consider applicant, local, regional, and statewide needs, a project's technical merits, and other evaluation criteria;
 - (c) Be adopted by the board in open public meetings;
 - (d) Be made available in published form to interested parties;
 - (e) Be designed for use by an advisory committee selected for this purpose; and
 - (f) Be in accord with chapters [46.09](#), 79A.15, 79A.25, [79A.35](#) RCW, and RCW [79.105.150](#) and all other applicable statutes and federal laws and rules.
- (3) The office shall administer the technical review and evaluation process adopted by the board. The office shall inform all applicants of the application requirements and the technical review and evaluation process.

(4) All applications completed in the format prescribed and submitted to the office that meet the application requirements and deadlines in this chapter will be referred to an advisory committee for evaluation.

(5) The results of the evaluation of applications from an advisory committee shall be referred to the director. The director shall use the results of the evaluation process to make funding recommendations to the board.

The board-adopted policies are outlined in the program and procedural [manuals](#) used for each grant program.

The board requested that this procedural decision be brought back for a discussion for the June 2023 meeting prior to the start of the 2024 grant cycle.

Analysis and Considerations

The Washington State Legislature issued a budget proviso requiring an equity review of some RCO grant programs in 2021. The study was delivered to the legislature in June 2022. The goals of the review were:

- To reduce barriers to historically underserved populations' participation in RCO grant programs;
- To redress inequities in RCO policies and programs; and,
- To improve the equitable delivery of resources and benefits in these programs.

In conducting the study, this legislative directive required RCO to:

- Identify changes to policy and operational norms and practices in furtherance of the equity review purposes;
- Identify new investments and programs that prioritize populations and communities that have been historically underserved by conservation and recreation policies and programs; and,
- Consider historic and systemic barriers that may arise due to any of the following factors: race, ethnicity, religion, income, geography, disability, and educational attainment.

The equity study included six major recommendations in the report.

- 1) Prioritize funding for high-need areas
- 2) Modify scoring criteria to elevate projects addressing park and greenspace inequities

- 3) Change processes and procedures to support equitable proposal development and review
- 4) Proactively build applicant capacities to attract and support equity-driven sponsors and projects
- 5) Build in structures and criteria to promote community involvement in shaping project proposals
- 6) Fund projects that address intersecting social and economic challenges in communities

Recommendation 3 above included ten operational strategies including to "make remote presentations (utilizing online meeting platforms) a permanent option for applicants, beyond the current pandemic and to implement strategies that help improve social, geographic and sectoral representation within advisory committees.

The study also identified key procedural areas where equity can be achieved including the development of "a recruitment strategy to improve representation within advisory committees". While this recruitment strategy is currently under development, a known component of it will be to make participation on advisory committees as accessible as possible. Required travel to Olympia to participate on an advisory committee does not improve the agency's ability to remove barriers to participation in the grant review and evaluation process.

Additionally, the study recommends that RCO "continue to offer advisory committee member stipends for community participants and non-profit/tribal representatives". RCO developed a stipend policy in the fall of 2021 and implemented the use of stipends for the 2022 grant cycle. Approximately fifty community member participants requested stipends as a part of their participation on their perspective committees.

In grant cycles prior to 2020, RCO reimbursed committee members for travel and per diem expenses only (to Olympia), costing approximately \$55,000/cycle. Travel costs should not be confused with stipend payments, which are compensation offered in exchange for an advisory committee member's time and efforts. The savings of not paying for committee member travel and per diem has been redirected to provide funding for stipends to committee members. Staff see the work being conducted with stipends as a fundamental element in the recruitment strategy to help improve social, geographic and sectoral representation within advisory committees.

Strategic Plan Link

This change to continue virtual "*Presentation*" meetings supports the board's strategy of achieving a high level of accountability in managing the resources and responsibilities entrusted to the board by ensuring that funded programs are managed efficiently, with integrity, in a fair and open manner, and in conformance with legal authorities. This change would also support the board's goal to deliver successful projects by using broad public participation.

Staff Recommendation

RCO staff recommends the board approve the continuation of virtual "*Presentation*" review and evaluation meetings from this point forward and to delegate the authority of this procedural action to the RCO Director. Resolution 2023-24 is provided for consideration.

Next Steps

If approved, staff will update the policy manuals and online application materials to prepare applicants for the 2024 grant cycle. Staff will continue to closely monitor use of this process and adjust and adapt as needed to ensure open, fair, and efficient grant processes.

Attachments

- A. Resolution 2023-24: Grant Review and Evaluation Process for Board Programs

**Recreation and Conservation Funding Board
Resolution 2023-24
Grant Review and Evaluation Process for Board Programs**

WHEREAS the Recreation and Conservation Funding Board (board) uses a “Written” or “Presentation” review and evaluation process for its grant programs; and

WHEREAS it has been demonstrated that the “Presentation” review and evaluation process can be accomplished using virtual technology and remain accessible to members of the public; and

WHEREAS this virtual “Presentation” option implements operational actions of the June 2022 equity study, “Equitable Grantmaking: A Comprehensive Review of Washington State Recreation and Conservation Office Grant Programs”; and

WHEREAS the board has discussed and reviewed this procedural decision in an open public meeting, thereby supporting the board’s strategy to ensure that funded programs are managed efficiently, with integrity, in a fair and open manner, as well as supporting the board’s goal to deliver successful projects by using broad public participation;

NOW, THEREFORE BE IT RESOLVED that the Recreation and Conservation Funding Board hereby authorizes use of a virtual “Presentation” process for review and evaluation of board grant programs from this date forward; and

BE IT FURTHER RESOLVED that the Recreation and Conservation Office (RCO) Director is authorized to make necessary changes to the review and evaluation process, as needed, to enhance and improve the options available to applicants and advisory committee members; and

BE IT FURTHER RESOLVED that the board authorizes RCO’s Director to make appropriate changes to all applicable grant program manuals and other applicant and advisory committee resources related to grant review and evaluation meeting formats.

Resolution moved by: Member Michael Shiosaki

Resolution seconded by: Member Shiloh Burgess

Adopted/Defeated/Deferred (underline one)

Date:

June 28, 2023
