

January 2024

Community Outdoor Athletic Facilities

Pre-Application Webinar

Presenters: Marguerite Austin and Nick Norton

COAF Agenda

2024 Pre-Application Webinar

- Program Purpose
- Eligibility
- Money
- Evaluation Process and Criteria
- Additional Considerations
- Apply Using PRISM Online
- Frequently Asked Questions



Nick Norton
RCO Policy Specialist



Marguerite Austin
RCO Section Manager

Community Outdoor Athletic Facilities (COAF)

Provide grants to build, expand, or renovate outdoor athletic facilities.



Adam Cole
RCO Policy Specialist

The program is uniquely focused on helping support meaningful athletic experiences in communities that:

- Lack recreational opportunities
- Have underserved populations, and
- Possess limited financial capacity.

Eligible Applicants

- Cities, counties, towns
- Native American tribes
- Other subdivisions of local government authorized to own outdoor athletic facilities
- Special purpose districts (parks and recreation, school, port, etc.)
- Qualified nonprofit organizations
 1. Registered with Secretary of State
 2. Active in community athletics for three years
 3. No exclusive use and is open to the public
 4. Does not discriminate



Eligible Project Types

- Acquisition
- Development or renovation
- Combination: Acquisition and Development/Renovation

In-Bounds Elements

- Within the field of play
- Essential for the competitive sport to occur
- For example: irrigation/drainage system, new turf, court surface, field lighting, etc.

Out-of-Bounds Elements

- Outside the field of play
- Not essential for play
- May be classified as support amenities
- For example: bleachers, access paths, restrooms, parking, etc.



Eligible Facilities

“Community outdoor athletic facilities should attract and accommodate practice, training, and/or competition utilizing a user’s physical skills or capabilities. Such activities should be the primary focus of the facility rather than leisure activities or activities which rely on “equipment” (such as off-road vehicles, snowmobiles, handglides, firearms, and horses) that supersede athletic physicality.”

Athletic Fields



Hard Courts



- Everett's Senator Henry M. Jackson Park
- Mountlake Terrace's Evergreen Park
- Seattle's Rainier Beach Playfield Skatepark
- South Whidbey Park District's Pickleball Courts

Swimming Pools

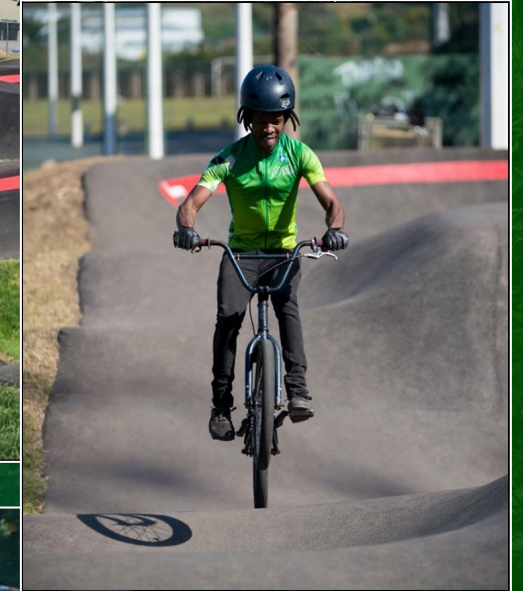


- Brewster Pool
- Prosser Pool
- Seattle's Coleman Pool

Tracks



- Port Angeles Pump Track
- South Bend Track and Field Course
- Tacoma Metro Mountain Bike Trails



Recreation Facilities



- Kennewick's Columbia Park Golf Course
- Lacey's Woodland Creek Disc Golf
- Mercer Island Kayakers
- Pierce County's Half Dollar Mountain Bikers
- Skookum Archery Range
- Winthrop Ice Rink



Eligible Infrastructure

- Port Angeles' Volunteer Field
- Seattle's Soundview Dugouts
- Woodland Park Fencing and Goals
- Hoquiam's Gable Park Field Lighting



Eligible Support Amenities



- Walla Walla's Pioneer Park Playground
- Seattle's Soundview Bleachers
- North Bonneville Restrooms
- Hoquiam Gable Park Field Lighting



Other Eligible Costs

Required for project implementation

- **Acquisition Incidentals:** appraisals, closing costs, surveys, recording fees, title insurances, etc.
- **Administrative Costs:** project administration, billings, construction supervision, reporting, closeout, etc.
- **Pre-construction Items:** architectural and engineering, bidding, cultural resources, permits, environmental costs
- **Amenities** that are part of a larger project with in-bounds elements: bases, goals, fences, nets, etc.

Not Eligible

Capital Facilities

- Air sports
- Dog parks
- Indoor recreation facilities (gyms, pools)
- Motorized boating
- Open space used for non-athletic play
- ORV/snowmobile facilities
- Paintball
- Racetracks
- Shooting ranges
- Spray parks

Non-capital Items

- Balls
- Bats
- Cones
- Horseshoe sets
- Rackets
- Uniforms
- Concessions
- Consumable supplies
- Out of bounds projects only



Eligibility Questions?

Do I need a comprehensive plan to apply?

Who can help me determine if my project is eligible?

May I cover my court or pool?

Are concessions eligible?



Allison Dellwo



Andrea Hood



Brian Carpenter



Dan Haws



Hayley Dalgetty



Henry Smith



Jesse Sims



Lan Nicolai



Russell Malburg

Outdoor Grants Managers

Start your pre-application and RCO will assign a staff member to help answer your questions.

Eligibility Questions?





Money Talk

No Match Required!

Regions

5 funding
regions



Region	Counties	Secured 2024 Awards
Western Region	Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Kitsap, Lewis, Mason, Pacific, Skamania, and Wahkiakum Counties	\$1,967,263
South Sound Region	King, Pierce, and Thurston Counties	\$5,429,403
North Sound Region	Island, San Juan, Skagit, Snohomish, and Whatcom Counties	\$2,013,445
Northeast Region	Chelan, Douglas, Ferry, Lincoln, Okanogan, Pend Oreille, Spokane, and Stevens Counties	\$1,212,051
Southeast Region	Adams, Asotin, Benton, Columbia, Franklin, Garfield, Grant, Kittitas, Klickitat, Walla Walla, Whitman, and Yakima Counties	\$1,377,838
		\$12 Million

2024 Fund Allocation

Grant Limits

- \$50,000 Minimum
- \$1,200,000 Maximum

No match required!

Region	Counties	Secured 2024 Awards	Anticipated 2025 Awards	Totals
Western Region	Clallam, Clark, Cowlitz, Grays Harbor, Jefferson, Kitsap, Lewis, Mason, Pacific, Skamania, and Wahkiakum Counties	\$1,967,263	\$1,967,262	\$3,934,525
South Sound Region	King, Pierce, and Thurston Counties	\$5,429,403	\$5,429,404	\$10,858,807
North Sound Region	Island, San Juan, Skagit, Snohomish, and Whatcom Counties	\$2,013,445	\$2,013,444	\$4,026,889
Northeast Region	Chelan, Douglas, Ferry, Lincoln, Okanogan, Pend Oreille, Spokane, and Stevens Counties	\$1,212,051	\$1,212,051	\$2,424,102
Southeast Region	Adams, Asotin, Benton, Columbia, Franklin, Garfield, Grant, Kittitas, Klickitat, Walla Walla, Whitman, and Yakima Counties	\$1,377,838	\$1,377,839	\$2,755,677
		\$12 Million	\$12 Million	\$24 Million

Fund Allocation

Current funds combined with additional funding authority.

Regional Funding

Rank	Project Name	Project Sponsor	Grant Request	2024 Grant Awards		Total Awards
1	Lauzier Multipurpose Field		\$750,000	\$750,000		\$750,000
2	Stevenson Pickleball Courts	Sheffield County	\$600,000	\$600,000		\$600,000
3	Warden Park Swimming Pool	Marion	\$1,200,000	\$925,000		*\$925,000
4	Kubota Softball Fields	Centerville	\$400,000	Alternate		Alternate
5	Lummi Island Soccer Complex	Native American Tribe	\$250,000	Alternate		Alternate
6	Eatonville Pump Track	Eatonville	\$850,000	Alternate		Alternate
7	Holly Avenue Skate Park	Fort Knox Park District	\$500,000	Alternate		Alternate
8	Douglas Park Ballfield Lighting	Morton	\$590,000	Alternate		Alternate
			\$5,140,000	\$2,275,000		\$2,275,000

*Partial Funding

Example Funding Table

First Year
October 2024

Regional Funding

Rank	Project Name	Project Sponsor	Grant Request	2024 Grant Awards	2025 Awards	Total Awards
1	Lauzier Multipurpose Field		\$750,000	\$750,000		\$750,000
2	Stevenson Pickleball Courts	Sheffield County	\$600,000	\$600,000		\$600,000
3	Warden Park Swimming Pool	Marion	\$1,200,000	\$925,000	\$275,000	\$1,200,000
4	Kubota Softball Fields	Centerville	\$400,000	Alternate	\$400,000	\$400,000
5	Lummi Island Soccer Complex	Native American Tribe	\$250,000	Alternate	\$250,000	\$250,000
6	Eatonville Pump Track	Eatonville	\$850,000	Alternate	\$850,000	\$850,000
7	Holly Avenue Skate Park	Fort Knox Park District	\$500,000	Alternate	\$500,000	\$500,000
8	Douglas Park Ballfield Lighting	Morton	\$590,000	Alternate	Alternate	Alternate
			\$5,140,000	\$2,275,000	\$2,275,000	\$4,550,000

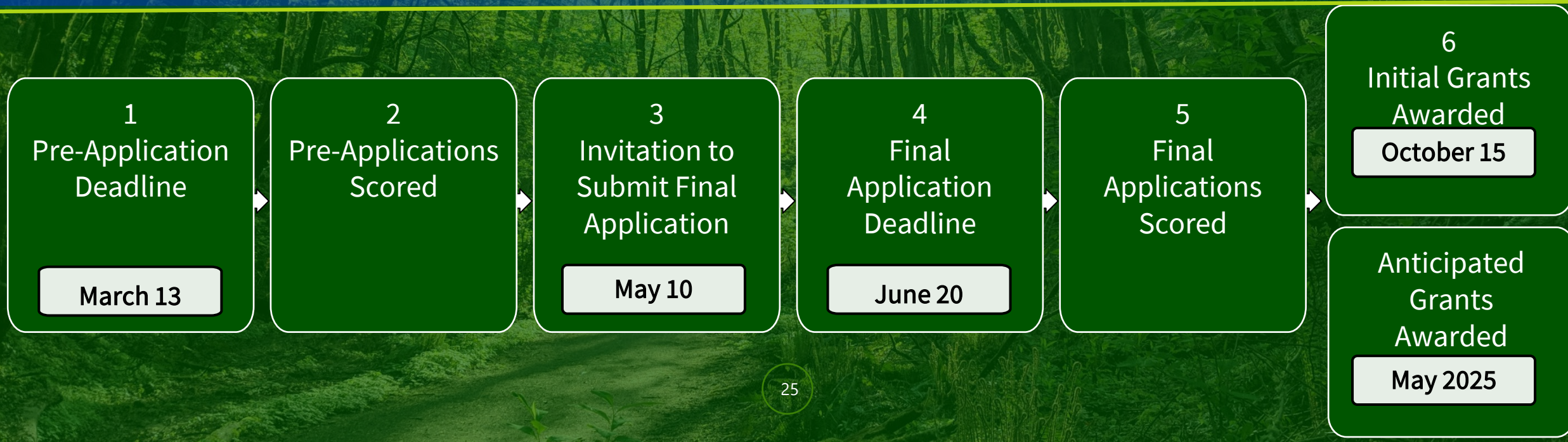
Example Funding Table

Second Year Funding Added June 2025

Key Steps

Don't miss out!

- One grant cycle for available and anticipated funds.
- If additional funds become available, those funds will most likely be used to fund alternates on the 2024 final ranked list.



Applications

- How many pre-applications may an applicant submit?
- May an applicant include multiple sites in the application?
- May this grant match other RCO grants?





Evaluation

Pre-Applications and Final Applications

Community Athletic Advisory Committee

Review and Score Pre-Applications and Final Applications

Community Members

Besse Bailey, Otis Orchard
Brian Bowes, Okanogan
Andrew Chapman, Spokane
Stephanie Christensen, Gig Harbor
Michael Johansen, Spokane
Jamie LeDoux, Bothell
Garrett Michaud, Redmond
Nic Mather, Longview
Jenna Paglia, Chelan
Jason Rudd, Pasco
Brent Stenman, Poulsbo
Lawrence Witkowski, Lacey

Local Agency Members

Jeff Betz, City of Mountlake Terrace
Andrea Clay, Pierce County
Sean Conway, City of Renton
Nick Farline, City of Kennewick
Shawn Harper, City of Richland
Chad Harvell, City of Tumwater
Bob Leonard, City of Everett
Brian Levenhagen, City of Kent
Ariel Smith, City of Long Beach
Dustin South, City of Anacortes

Evaluation Criteria

- Applicants address two questions in PRISM Online.
- RCO uses objective data to score the remaining questions.

Pre-Application Questions		Maximum Points	Multiplier	Total
Scored by the Advisory Committee				
1	Project Need and Impact	10	1.8	18
2	Community and Applicant Need	10	1.4	14
Scored by RCO (<i>Data-Based Criteria</i>)				
3	Poor Health Outcomes	1	1	1
4	Median Household Income	1	1	1
5	Small Community	1	1	1
6	Racially Diverse Community	1	1	1
7	High Population Density	1	1	1
8	Facility Access Ratio	1	1	1
9	Grantee History	2	1	2
Total Possible Points				40

1. Project Need and Impact

Why would this project be a gamechanger in your community?

Maximum Points: 18



Some things to consider:

- How the project would redefine youth and community athletic opportunities and overall quality of life in the area
- How the project meets a known, unmet demand
- How the project specifically provides access to underserved populations

2. Community and Applicant Need

What resource barriers do you and your community experience that get in the way of making this project a reality?

Maximum Points: 14



Some things to consider:

- Lack of available financing for athletic facility renovation and development
- Staffing constraints that limit fundraising and project management capacity
- Lack of internal technical expertise for project design and construction

Data-Based Criteria

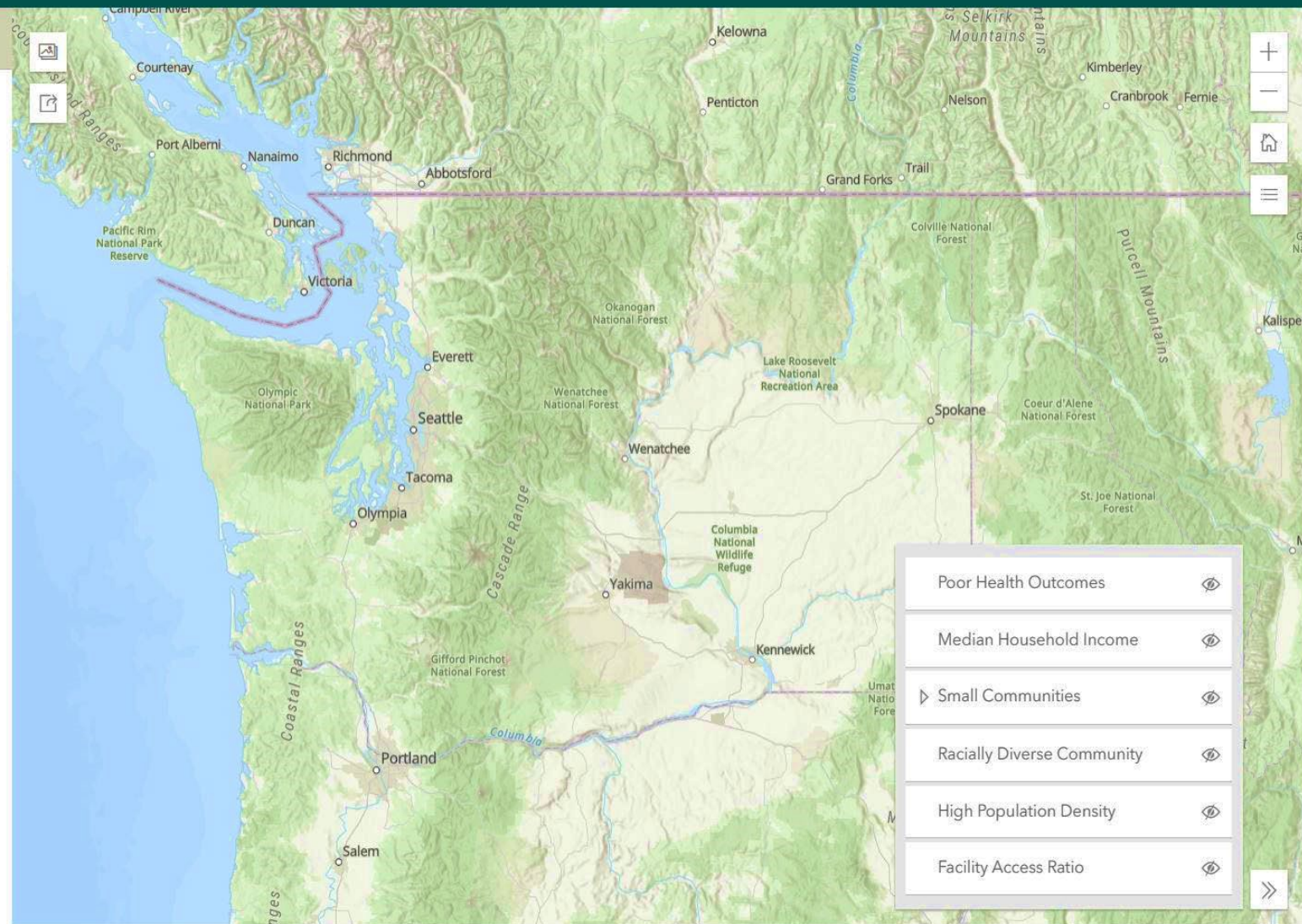
Questions 3-9

#	Criteria	Points
3.	Poor Health Outcomes. Is the project in a census tract with a poor health outcome rank of 7 or higher by the Washington Tracking Network?	1
4.	Median Household Income. Is the project in a census tract where the median household income is below the state mean?	1
5.	Small Community. If the project is in a city or town, is the jurisdiction's population less than 10,000 residents? Or, if the project is outside of a city or town, is the project in a county with 60,000 or fewer residents? Or is the applicant a tribal government?	1
6.	Racially Diverse Community. Is the project in a census tract where 35% or more of residents are people of color?	1
7.	High Population Density. Is the project in a census tract with a population density of 5,000 or more people per square mile?	1
8.	Facility Access Ratio. Facility Access Ratio is the number of publicly accessible community athletic sites per 1,000 residents. Is the project in a county with a facility access ratio below the state mean?	1
9.	Grantee History. Has the applicant received an RCO recreation grant in the past?	2

Mapping Tool

Community Outdoor Athletic Facilities (COAF) Allocation Scoring

Search for location OR Drop pin on map



Esri, USGS | WA State Parks GIS, Esri, TomTom, Garmin, FAO, NOAA, USGS, Bureau of Land Management, EPA, NPS, USFWS

Powered by Esri

Mapping Tool

Community Outdoor Athletic Facilities (COAF) Allocation Scoring

1401-1599 Lincoln Ave, Bridgeport, Washingtc

Results:4

+ Median Household Income

1

+ Small Communities: City/ Town Project Site

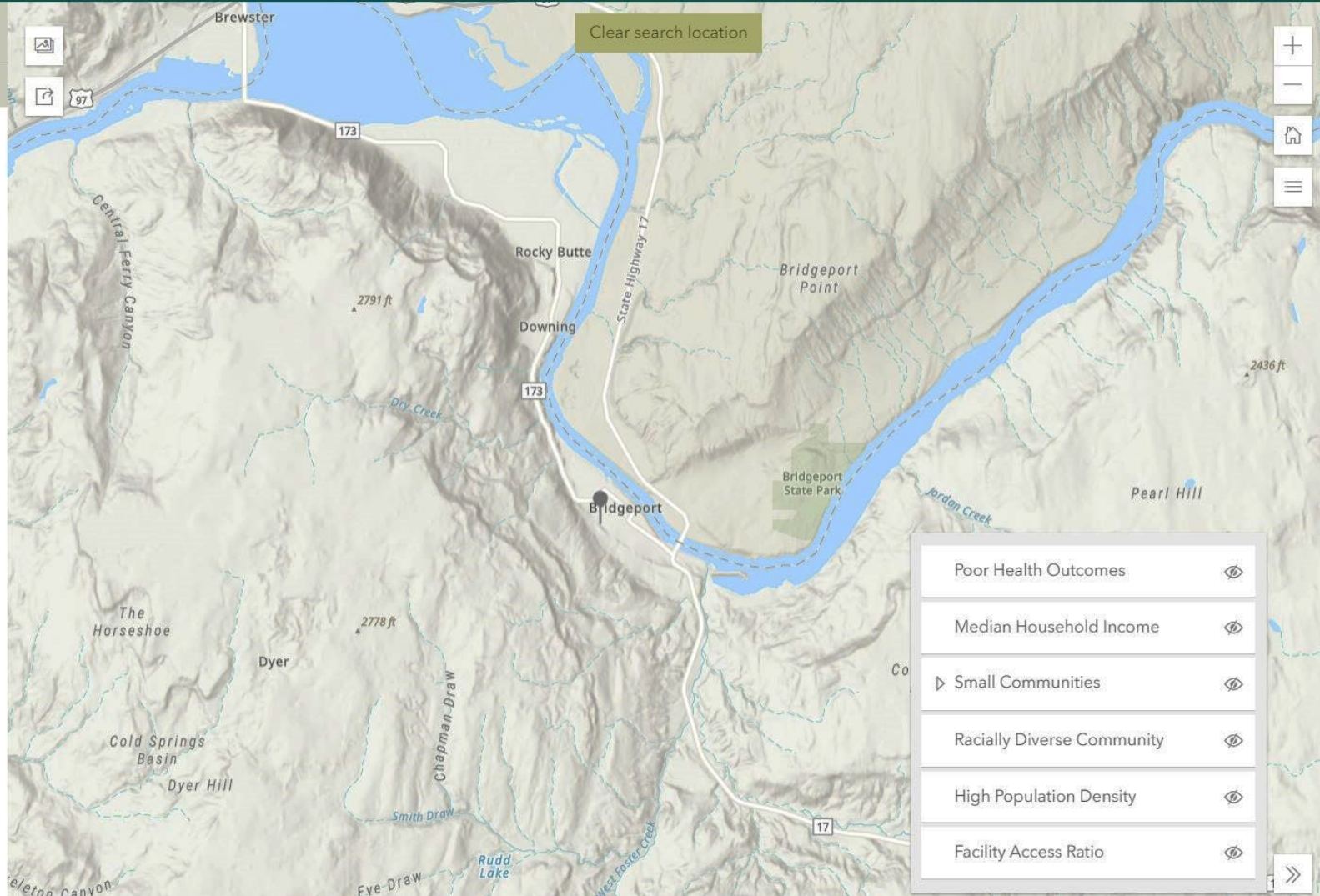
1

+ Racially Diverse Community

1

+ Facility Access Ratio

1



Poor Health Outcomes



Median Household Income



Small Communities



Racially Diverse Community



High Population Density



Facility Access Ratio



Esri, NASA, NGA, USGS | WA State Parks GIS, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, USDA, USFWS

Powered by Esri

Criteria Summary

Pre-application scores will be merged with final application scores.

Pre-Application Questions		Maximum Points	Multiplier	Total
Scored by the Advisory Committee				
1	Project Need and Impact	10	1.8	18
2	Community and Applicant Need	10	1.4	14
Scored by RCO (<i>Data-Based Criteria</i>)				
3	Poor Health Outcomes	1	1	1
4	Median Household Income	1	1	1
5	Small Community	1	1	1
6	Racially Diverse Community	1	1	1
7	High Population Density	1	1	1
8	Facility Access Ratio	1	1	1
9	Grantee History	2	1	2
Total Possible Points				40

Questions?



Additional Considerations

THINGS TO CONSIDER WHEN SELECTING YOUR PROPOSED PROJECT

Additional Considerations

RCO
Manuals

Control of
the land

Authorization

Cultural
Resources

Project
Implementation

Long-Term
Compliance

Accessibility

Accounting

Review and Secure

Review RCO policy materials

- Manual 3: Acquisitions Projects
- Manual 4: Development Projects
- Manual 7: Long-Term Obligations
- Manual 8: Reimbursements
- Manual 17: Youth Athletic Facilities

Secure appropriate authorization

- Who prepares and submits the grant application?
- Who signs the grant agreement, if awarded?
- Who sign amendments to the agreement, if applicable?
- Who submits bills or reimbursement requests?

RCO
Manuals

Authorization

Budget and Plan

Do you have control of the land?

- Options in Manual 4: Development Projects
- Ownership, lease, easement, or another instrument

Did you budget for cultural resources?

- Governor's Executive Order 21-02 requires review for potential impact to cultural resources.
- Comply with RCO conditions before starting work.

Have you designed for accessibility?

- Meet or exceed Americans with Disabilities Act standards
- Design and budget for access
- Include access routes, athletic facilities, and support amenities.



Control of
the land

Cultural
Resources

Accessibility

Ready, Set, Go

Implementation

- Execute an RCO grant agreement
- Comply with milestones in the agreement
- Secure an RCO Notice to Proceed before starting work
- Complete project in a timely manner

Billing, progress reports, and records

- RCO pays on a reimbursement basis only
- Sponsors must submit a bill at least annually
- Sponsors must submit progress reports
- Sponsors must keep meticulous records
- Sponsors must notify RCO of any anticipated changes to the scope of work or timeline

A photograph of a forest with tall, thin trees and sunlight filtering through the canopy. Two green ovals are overlaid on the right side of the image. The top oval contains the text 'Project Implementation' and the bottom oval contains the text 'Accounting'.

Project
Implementation

Accounting

Long-Term Compliance

What are the ongoing responsibilities?

- Review Manual 7: Long-Term Obligations
- Inspections: final and compliance
- Project changes: name change, facility change, etc.
- Maintenance: sponsor's responsibility
- Open to the public: nondiscrimination laws
- Income: requirements for income use
- Acknowledgement: signs, publicity, press releases, etc.
- If something changes – contact RCO to discuss options.

Long-Term
Compliance

Item	Date
<ul style="list-style-type: none"> • Application Webinar • Grant Manual Published • PRISM Online Opens 	January 17, 2024
Pre-Applications Due	March 13, 2024
Pre-Application Evaluation	March 26 – April 30, 2024
<ul style="list-style-type: none"> • Final Application Invitations • Final Application Opens 	May 10, 2024
Final Applications Due	June 20, 2024
Technical Completion Deadline	August 15, 2024
Project Evaluation	September 3 – 30, 2024
Grants Awarded	October 15, 2024 <i>Tentative</i>
Successful Applicant Webinar	November 2024
Agreements Issued	December 2024
Project Implementation	Dates in Agreement

Timeline

Pre-Applications Due



Questions?

COAF Key Steps and Timeline

Grant Step	Summary	Tentative Date
Pre-Applications Open	RCO begins accepting pre-applications in PRISM. Applicants are strongly encouraged to start the pre-applications early.	Mid-January 2024
Webinar	RCO conducts a workshop webinar to provide information about the COAF grant for prospective applicants.	Mid-March 2024
Pre-Application Due	The applicant must have included the required PRISM data, all required attachments, and checked for errors.	Early March 2024
Pre-Application Evaluation	RCO reviews the pre-application to confirm eligibility and works with the advisory committee to score and rank the project.	Early May 2024
Final Application Invitation	Based on pre-application rankings within each region, RCO invites the pre-applicant to submit a final application.	Late June 2024
Final Application Due	The applicant must have included the required PRISM data, all required attachments, and checked for errors.	July-August 2024
Technical Review	RCO reviews final applications for completeness and works with applicant to address or improve the application as needed to get it into final form.	September 2024
Project Evaluation	The advisory committee reviews the final application and scores the subjective evaluation criteria. RCO scores data-based evaluation criteria.	Round 1: Mid-October 2024
Funding Award	RCO compiles ranked lists and funding recommendations within each region for the RCO director, who makes the final funding decision.	Round 2 (if applicable): Early May 2025
Successful Applicant Webinar	RCO notifies successful applicants and hosts a workshop, which covers things such as agreements, billing, amendments, closing, and long-term compliance.	Round 1: November 2024 Round 2 (if applicable): May 2025



Apply Using PRISM Online

Investing in Washington's Great Outdoors

Recreation >>

Conservation >>

Salmon And Orca Recovery >>

Invasive Species >>

FIND A GRANT

Grant Details

- Grants Overview
- Find a Grant
- Apply for a Grant
- Grant Requirements
- Protecting Cultural Resources
- Grant Manuals
- Evaluation
- Post Award Information
- Contact a Grants Manager

Grant Programs

ALEA	FARR	NOVA - Education	WCRI
BAFBRB	FFFPP	NOVA - Trails	WWRP - Farmland
BFP	LPM	OLG	WWRP - Forestland
BIG	LWCF	PRA	WWRP - Habitat
CFP	LWCF-ORLP	RTP	WWRP - Recreation
COAF	NCLI	SALMON - PSAR	YAF
ESRP			

Details

Details

Details

Communi

FUNDING

\$12 million

[Details](#)

START YOUR APPLICATION

Account Set-Up and Applying

About PRISM

PRISM is an online computer system open to the public to apply for RCO grants, review and manage information on funded grants, and produce reports on projects. More detailed information about PRISM components, forms, and training videos is on the RCO [PRISM website](#).

Creating a PRISM Account

To enter an application, an applicant must sign up for a [SecureAccess Washington](#) account and submit a [PRISM account form](#). When using either of these databases for the first time, the applicant must complete a double sign-in.

- Using SecureAccess Washington credentials, login to PRISM.
- When redirected to the SecureAccess login page, enter the SecureAccess credentials.
- When redirected to a one-time PRISM sign-in page, enter the PRISM login credentials.
- The applicant will be directed back to the PRISM home page.

This double sign-in will happen only once. After completing the double sign-in, the applicant will use SecureAccess Washington credentials to log into PRISM.

Beginning the Pre-Application

To begin an application, log into PRISM, select the *+New Application* button and find the *Community Outdoor Athletic Facilities Pre-Application* option in the drop-down menu. Once the pre-application has been started, RCO uses this information to assign an outdoor grants manager to the project. This manager guides the applicant through the process, reviews application materials, helps determine whether the proposal is eligible, and may visit the project site to discuss site-specific details. When working through the PRISM pre-application, be sure to read the guidance on each page closely and save work frequently. A more detailed checklist of the different pre-application sections and required fields is in the [Pre-Application Checklist](#).

Submitting the Pre-Application

The application includes the data entered into PRISM and all attachments. The applicant must *submit* the application before the deadline. The *Check Application for Errors* button on the *Submit Application* screen will indicate which pages are incomplete. An incomplete application and an application received after the deadline will be rejected unless RCO's director has approved a late submission in advance.

PRISM Login

Boards

Project Search



Solved

About Us

Contact Us

Facilities

CH REQUIREMENT

None

[Details](#)

APPLY NOW

PRISM Account



- Complete PRISM New User Account Form
- Create a SAW account
- Add a new service to SAW (“PRISM Online”)
- Complete a double sign-on
- Instructions can be found on our [PRISM webpage](#)

**PRISM Online works best using these Internet browsers:
Edge, Chrome, Firefox, or Safari
(Internet Explorer is NOT recommended)**

Community Outdoor Athletic Facilities



Choose a sponsor for the application. Only programs that the selected sponsor is eligible to apply for will show in the list of entering a name, click Start New Application button.

Salmon conservation applications begin in the Salmon Recovery Portal; contact your Lead Entity contact or Grant Manager

First, select the sponsoring organization for the application

Confederated Tribe

Second, select the program for which you are applying

Community Outdoor Athletic Facilities Pre-Application

Third, Select the project type that best fits your project

Development

Last, enter a name that uniquely describes your project.
Including location and activity can be helpful (Max 50 characters)

Umatilla Skate Park Renovation

[Start New Application](#)

Cancel

Already started an application,
enter project number or search:

Completing an Application

PRISM
online

HomeMenuSponsor ResourcesStaff ResourcesHelp

TEST

APPLICATION WIZARD

PROJECT DETAILS

Parties

Contacts

Program & Project Type

Worksites & Properties

Worksite Details

QUESTIONS

Project Proposal

Evaluation Criteria

METRICS

Development Metrics

COSTS

Development Cost Estimates

Cost Summary

Attachments

Staff Scores

Submit Application

Grant Manager Comments

Change Log

OPTIONS

Grant Manager Comments Rpt

Project Application Report

Project Factsheet Report

Project Review Comments Rpt

Go to Project:

GO

PROJECT: 24-1045 DEV, UMATILLA SKATE PARK RENOVATION

Sponsor: [Umatilla Confederated Tribes](#) Program: COAF Pre-Application Status: Preapplication

BackCheck Page for ErrorsSaveNext

☐ Complete

Application Due Date: 3/13/2024

PARTIES TO THE AGREEMENT

If your application is approved for funding, the following Sponsors will sign the Grant Agreement and be bound by its terms and conditions.

PRIMARY SPONSOR

☒

Confederated Tribes of the Umatilla Indian Reservation

Address: 46411 Timpano Way

State: OR Zip: 97801-9467

UBI:

Date Org created:

Org Notes:

[link to Organization profile](#)

[link to PRISM Organization page](#)

☐ Org data updated

SECONDARY SPONSORS

+ Add Sponsor

No records to display

MANAGING AGENCY

Recreation and Conservation Office

The managing agency is the organization responsible for managing the grant program for which you are... [more](#)

Navigation tree

Auto-saves

COAF Pre-Application Checklist

- Project Details
- Metrics
- Costs
- Attachments
- Staff Scores
- Submit Application

The image displays a 'COAF Pre-Application Checklist' form, which is a document for prospective applicants to complete before submitting a full application. The form is divided into several sections, each with a list of items to be checked or completed. The sections include:

- Questions Section**
 - Project Proposal Page**
 - ☒ Project Description (1,500 to be achieved, description)
 - ☒ Project Questions (Five eligibility requirements, limitations on scope of occur, and is authorized)
 - Evaluation Criteria Page**
 - ☒ Project Need and Impact in the community?
 - ☒ Community and Applicant and the reality?—Click the in
- Metrics Section**
 - Acquisition and Development**
 - ☒ Enter the estimated
 - ☒ For development being proposed elements being reporting on fu
- Costs Section**
 - Cost Estimates**
 - ☒ Confirm/edit
 - Cost Summary**
 - ☒ Funding Pr
 - ☒ Sponsor needed to
- Project Details Section**
 - Parties to the Agreement Page**
 - ☒ Name of primary sponsor
 - ☒ Name of secondary sponsor (if relevant)
 - Project Contacts Page**
 - ☒ Name, phone number, and work email of project contact
 - ☒ Name, phone number, and work email of alternate contacts (as needed)
 - Program and Project Type Page**
 - ☒ Funding program—Select Community Outdoor Athletic Facilities Pre-Application
 - ☒ Project type (development, acquisition, combination)—Note: Renovation projects should select the Development project type.
 - ☒ Project name (50 characters maximum)
 - Worksites and Properties Page**
 - ☒ Worksite/park name (50 characters maximum)—Create a name for the "worksite" where the project will occur. Projects with an acquisition component will have to provide additional names and information for each parcel being considered for acquisition.
 - Worksite Map and Description**
 - ☒ Location of worksite/park—Drag a pin using an embedded mapping feature to indicate the worksite.

The form also includes a paragraph explaining that the bulk of the pre-application consists of describing the proposed activities and then answering two narrative questions: (1) why the project is a gamechanger to the community and (2) the resource barriers that get in the way of making the project a reality. It also mentions that RCO also collects other information to help confirm eligibility, allow for effective evaluation, and support ongoing project management. To support a prospective applicant, below is a comprehensive checklist of the required fields in the pre-application in the order they will appear in PRISM.

On the right side of the form, there is a note: "However, the applicant may graphics such as schematic collage style with several images of visuals, then all but the first removed before evaluation." Below this, there is a link: "submitted. Use this online reference". At the bottom right, there is a note: "is true and correct, and then submit for review and further processing."

Application Tips

Communicate
with your Grants
Manager

Read manuals
and all resources
closely

Save the
Pre-Application
Checklist

Start your
pre-application
now

Scope and
budget
strategically

Plan for
permitting and
cultural
resources

Keep it above
ground and away
from older
structures

Confirm eligibility
before
submission

Don't miss out!



Frequently Asked Questions

Can COAF match other RCO grants?

How do I access PRISM Online?

May all our staff use the same PRISM Online login?

When are pre-applications due?

When will we get the pre-application results?

Who is my outdoor grants manager?

Is there a checklist for COAF pre-applications?

May we make changes after we submit the application?

Can I get my data scores before I submit the pre-application?

What if we start an application and decide not to submit?



Allison Dellwo



Andrea Hood



Brian Carpenter



Dan Haws



Hayley Dalgetty



Henry Smith



Jesse Sims



Lan Nicolai



Russell Malburg

Outdoor Grants Managers

Start your pre-
application and RCO
will assign an OGM.

We are here to help!



Fact

RCO is now accepting
COAF pre-applications
through PRISM Online!



Community Outdoor Athletic Facilities

Recreation and Conservation Office

PO Box 40917

Olympia WA 98504-0917

Telephone: (360) 902-3000

Hearing Impaired, call 711

Email: info@rco.wa.gov

Web: <https://rco.wa.gov/>

Staff Contact

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Providing Places to Play Statewide

Washington State has many fantastic outdoor places to play, from neighborhood basketball courts to regional athletic complexes that host major tournaments, and everything in between.

Benefits of Outdoor Athletic Facilities

Nearly 50 percent of the state's population participates in ball sports, spending more than \$445 million annually on equipment and trip-related expenses and creating jobs across the state.¹





WASHINGTON STATE
Recreation and
Conservation Office

Thank You!