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# 2018 Grant Program Guidance

Stewardship Local Assistance Grants  
Federal Land & Water Conservation Program  
Federal Recreational Trails Program



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## Introduction

The Department of Natural Resources (DNR) is committed to providing the public with high-quality, accessible outdoor recreation opportunities throughout the state. The DNR partners with communities and organizations to expand outdoor recreation via the following grant programs:

### *KNOWLES-NELSON STEWARDSHIP LOCAL ASSISTANCE GRANT SUBPROGRAMS*

- Acquisition and Development of Local Parks (ADLP)
- Acquisition of Development Rights (ADR)
- Urban Green Space (UGS)
- Urban Rivers (UR)

### *FEDERAL RECREATION GRANT PROGRAMS*

- Land and Water Conservation Fund (LWCF)
- Recreational Trails Program (RTP)

This booklet contains information about each of these grant programs, application details, and criteria the DNR uses to rank applications and select projects. Up to 50% grant assistance is available to acquire and develop land for outdoor recreation. The Stewardship Local Assistance, LWCF, and RTP grant programs are very competitive. Typically, grant requests exceeded available funds by 3:1.

Stewardship Local Assistance grants provide opportunities for nature-based outdoor recreation activities where the primary focus or purpose is the appreciation or enjoyment of nature. Such activities include, but are not limited to, hiking, bicycling, wildlife or nature observation, camping, nature study, fishing, hunting, picnicking, cross-country skiing, canoeing and multi-use trail activities. Nature-based outdoor recreation is defined in NR 51.002(19), Wis. Admin. Code.

The Federal LWCF and RTP Grant Programs have unique eligibility criteria and funding priorities. For example, a broader range of outdoor recreation projects are eligible for LWCF and RTP grants relative to the nature-based outdoor recreation emphasis within the state Stewardship program. The DNR implements the LWCF and RTP grant programs in partnership with the National Park Service and Federal Highway Administration, respectively. Annual appropriations for the LWCF and RTP programs depend on the federal budget process. Availability of grants under these programs depends on the amount and timing of grant funds made available from the federal government.

Public access is fundamental to all grant programs. Reasonable public access is required for any property purchased or developed with grant funds. The DNR can help determine what constitutes appropriate and reasonable public access for grant-funded properties.

***This booklet does not contain all of the materials and forms needed to apply for Stewardship Local Assistance, LWCF, or RTP grants. Applicants should visit the following DNR websites to download current application materials and forms:***

- Stewardship Local Assistance - <http://dnr.wi.gov/topic/Stewardship/Grants/ApplyLUG.html>
- LWCF & RTP - <http://dnr.wi.gov/topic/Stewardship/Grants/FederalLUG.html>

## Who to Call

There are many important details to understand when applying for a Stewardship Local Assistance, LWCF, or RTP grant. DNR Grant Specialists are located throughout the state and can help determine project eligibility and walk applicants through the grant process from project concept to final reimbursement. ***Applicants are encouraged to contact their regional Grant Specialist as early as possible in the planning stages of a project.*** A Grant Specialist can explain the various grant programs

in detail, determine eligibility, and provide assistance to make an application as competitive as possible. Contact information for each grant specialist is provided in this booklet and on the WDNR Stewardship website: <http://dnr.wi.gov/topic/Stewardship/Grants/Contacts.html>. Regional Grant Specialists are also an excellent source of information about other DNR grant and loan programs.

## Application Deadline & Grant Award Timeframe

The application deadline for this solicitation is **May 1, 2018**. Complete applications not received or postmarked by May 1 will not be considered for cost-sharing. Contact a regional Grant Specialist for information regarding required application components. Note that several application components such as a local adopted Comprehensive Outdoor Recreation Plan (CORP), local resolutions, and appraisals can take time to complete.

The time between submitting a complete application and receiving a grant contract ranges from 6 to 12 months depending on the details of each project. While we strive to make grant awards as quickly as possible after applications are received, applicants should keep this timeframe in mind when applying for a Stewardship Local Assistance, LWCF, or RTP grant.

Additional reviews and approvals are required for projects with a grant award that exceeds \$250,000 or that propose to acquire a property on which hunting, trapping, fishing, hiking, or cross-country skiing activities would be restricted or prohibited. Contact a regional Grant Specialist for details.

## Long-term Obligations for Grant Recipients

Terms and conditions for property acquired or developed with Stewardship, LWCF, or RTP grants are outlined in the grant contract and applicable state and federal statutes and codes. It is important for potential applicants to understand long-term obligations that are associated with these grant programs, as these obligations apply in perpetuity. Details about long-term obligations for grant recipients are available from regional Grant Specialists. The following are several key requirements.

- **Nature-Based Outdoor Activities:** Grant recipients must ensure that any property acquired with a Stewardship grant remains open to the public for nature based public outdoor activities (defined in ch. NR 52.02(7) Wis. Admin. Code as hunting, fishing, trapping, hiking and cross-country skiing), unless otherwise approved by the DNR Natural Resources Board (per the requirements of ch. NR 52, Wis. Admin. Code).
- **Ownership:** Grant recipients must retain legal control and oversight of the property (via ownership or lease) and maintain facilities on property acquired or developed with a Stewardship, LWCF, or RTP grant. Transfer of ownership of property acquired or developed with a Stewardship grant requires written approval from the DNR and/or applicable federal agency (for the LWCF and RTP programs).
- **Public Access:** Grant recipients must ensure that grant property remains open to the public for outdoor recreation, consistent with provisions of the original grant contract. Recipients can place reasonable access restrictions on grant properties (e.g. closing a park during nighttime hours).
- **Income:** Grant recipients may charge reasonable user fees to defray operation and maintenance costs. However, any income accruing to the property should be used for purposes that support the original grant contract.

## Eligible Applicants

The following table summarizes entities and organizations that are eligible for Stewardship Local Assistance, LWCF, and RTP grant awards. Additional eligibility details for each program are provided in the “Program Description” sections below. Entities that are not directly eligible for these grant programs are encouraged to consider partnering with eligible entities.

A key consideration in eligibility for Stewardship Local Assistance and LWCF grants is whether or not an applicant has approved a local CORP or if the project is identified in the CORP approved by a unit of government other than the applicant. Applicants that do not have a current CORP should contact their Grant Specialist for information and assistance.

	Stewardship Local Assistance Subprograms				Land and Water Cons. Fund	Rec. Trails Program
	Acq. and Dev. of Local Parks	Acq. of Dev. Rights	Urban Green Space	Urban Rivers		
Local Governments (Towns, Villages, Cities, & Counties)	Y	Y	Y	Y	Y	Y
Tribal Governments	Y	Y	Y	Y	Y	Y
Lake sanitary districts and public inland lake protection and rehabilitation districts <sup>1</sup>	N	N	Y	N	N	N
Nonprofit conservation organizations (NCOs) whose primary purpose includes acquisition of property for conservation purposes <sup>2</sup>	Y <sup>3</sup>	N	Y <sup>3</sup>	Y <sup>3</sup>	N	N
Nonprofit organizations with a primary purpose of promoting, encouraging, or engaging in trail activities <sup>4</sup>	N	N	N	N	N	Y
Incorporated trail organizations <sup>4</sup>	N	N	N	N	N	Y
School districts	N	N	N	N	Y	Y

### Notes:

- 1) Lake Sanitary Districts are further defined in s. 30.50 (4q), Wis. Stats.
- 2) NCOs are further defined in s. 23.0955(1) Wis. Stats., Ch. NR 51.002(21) Wis. Admin. Code, and Ch. NR 51.04 Wis. Admin. Code.
- 3) NCOs are eligible to receive Local Assistance Grants for land acquisition projects only.
- 4) Further defined in Ch. 181, Wis. Stats.

## Reimbursement

Payment of grant funds is on a reimbursement basis. A 50% advance payment of the grant award may be available for development projects, depending on the grant subprogram. Accurate and comprehensive documentation of project costs is critical. As applicable to the project and grant program, applicants will be required to submit DNR Grant Payment Request (Form 8700-001) and detailed documentation (e.g. proof-of-purchase, proof-of-payment, force account details, etc.) prior to reimbursement. Land acquisition projects and projects funded under federal grant programs have unique documentation requirements.

Costs eligible for reimbursement vary by grant program and project type. For example, pre-engineering costs for development projects are typically eligible for reimbursement in the LWCF program but are not eligible under RTP grants. Administrative costs, construction expenses or materials purchased prior to issuance of the grant agreement, costs to prepare the grant application, and costs to prepare a local CORP are not eligible for reimbursement under Stewardship grants. Contact a regional Grant Specialist for more information about eligible and ineligible costs for each grant program and reimbursement documentation requirements.

Prior to final reimbursement, grant recipients also need to demonstrate that the affected property title does not contain any issues that impact the legal authority of the applicant to construct the proposed development project or acquire the grant-funded property. Applicants are encouraged to conduct a title search as early as possible in the project development process and discuss any issues with a Grant Specialist.

## Applicant Share (i.e. Sponsor Match)

Project applicants are required to provide matching funds equal to or greater than the amount of the grant award (i.e. 50% match). Eligible sources of matching funds vary depending on the grant program. All sources of match must be identified in the grant application. Following are common sources of matching funds:

- Applicant funds.
- Financial donations from private organizations and individuals.
- In-kind labor, equipment, and materials provided by the applicant (i.e. "Force account" match)
- In-kind donations of labor, services, materials, and equipment from private organizations and individuals. Professional service donations (e.g. engineering services, landscape design, etc.) are valued at an hourly rate consistent with similar professionals in the same part of the state. Donations of unskilled labor are calculated at an hourly rate consistent with the state minimum wage.
- Grants from federal programs typically can be used to match Stewardship grants and vice versa. However, eligibility varies by program. Contact a regional Grant Specialist for more information about eligible grant-based match.
- Donation of land from a third party. Donating property is an excellent way for private organizations and individuals to support public outdoor recreation. Up to 50% of the fair market value of property donated by a third party may be used as applicant match. Following are several key considerations regarding donated property used as match:
  - Donated property must be eligible for the same grant program for which it is being proposed as match.
  - Upon completion of the project, the donated property becomes subject to terms of the grant contract and program for which it was provided as match.
  - Donated property must have been received by the applicant no more than three years prior to the date of application.

- Donated property is subject to the same appraisal requirements as property acquired with grant funds.
- Donated property must have been in private ownership and not previously dedicated to public outdoor recreation or conservation purposes.
- For some projects, the value of match property can affect the amount of the eligible grant award.

A note about wage requirements for grant-funded development projects. "Prevailing wage" is the rate paid for any trade or occupation engaged in a public works project, including the hourly basic rate of pay, plus the hourly contribution for benefits.

For Stewardship projects:

- Wisconsin Act 55 (2015) made significant changes to Wisconsin's prevailing wage laws. Projects supported by a Stewardship local assistance grant are considered local projects for purposes of prevailing wage requirements.

For LWCF and RTP projects:

- For LWCF-funded projects, grant recipients will need to comply with federal Davis-Bacon Act wage requirements when hiring contractors.
- For RTP-funded projects, the prevailing rate of wage applies "...on highway projects on the Federal-Aid highways authorized under the highway laws providing for expenditure of Federal funds upon the Federal-aid systems..." [23 U.S.C. 113(a)]. Under title 23, all public roads are "Federal-aid highways", except those that are functionally classified as local roads or rural minor collectors. The Federal Highway Administration interprets the language of §113(a) as applying only when a Federal-aid project takes place within the right-of-way of a Federal-aid highway. Therefore, if an RTP project is within the right-of-way of a Federal-aid highway, Davis-Bacon Act wage rates must be followed. If an RTP project is not within the right-of-way of a Federal-aid highway, then 23 U.S.C. 113(a) does not apply.

## Property Appraisals

Property appraisals are a key component of all acquisition projects. State law requires that Stewardship grants for land and conservation easement acquisition must be based on fair market value of the land and further specifies how DNR must determine that value. Appraisal requirements also apply to any property proposed as match for acquisition or development projects.

For Stewardship grant projects where an appraisal is necessary, a full narrative appraisal that meets current State guidelines is required. Additional requirements apply for appraisals related to LWCF or RTP grant projects. All appraisals must reflect current market value. A DNR review appraiser reviews all appraisals for proposed grant awards. Appraisals must be deemed acceptable for grant purposes before DNR can calculate a grant award and execute a contract. DNR strongly encourages pre-appraisal consultation between the applicant's appraiser and a DNR Review Appraiser.

Note that appraisals and DNR review can extend the timeframe between tentative grant award and contract execution. Call a regional Grant Specialist to discuss appraisal requirements and obtain a current copy of the DNR Appraisal Guidelines before initiating the appraisal process.

## Notes Regarding Acquisition Projects

Acquisition of property that provides public outdoor park and recreation areas, open space near urban areas, or river access are typically eligible for Stewardship and LWCF land acquisition grants. Land acquisitions for Local Assistance, LWCF, and RTP grant programs must occur in accordance with state and federal guidelines for preparation of appraisals and eligible transaction costs. Following are several highlights regarding grant-funded land acquisition. Please also see the DNR Land Acquisition Guidelines for more details.

- *Condemnation/Eminent Domain:* Grant-funded land acquisitions must be on a willing-seller willing-buyer basis. State law prohibits the expenditure of Stewardship grant funds for acquisition or development of property acquired via condemnation.
- *Property Value:* Grant awards for land acquisition (and property used as match) are based on the appraised value or the purchase price, whichever is less. Special provisions apply in cases where the current landowner has owned the grant or match property for less than three years.
- *Eligible Costs:* Eligible acquisition costs include the fair market value of the property/actual purchase price and, depending on the grant program, a portion of real estate transaction costs (e.g. appraisal costs, land surveys, relocation payments). If the property value for a proposed grant-funded acquisition or match land exceeds \$350,000, State law requires that DNR consider two appraisals when calculating a grant award. The applicant must provide one appraisal, and the DNR will contract the other. Provided that both appraisals are deemed acceptable for grant purposes, grant calculation will be based on the lower of the two acceptable appraisals.
- *Pre-grant Acquisition:* No land can be acquired prior to the date of grant award unless the sponsor receives a letter of retroactivity. For Stewardship grants, this letter is provided by the Department. For LWCF grants, letters from both the Department and NPS are required. Any applicants who anticipate acquiring property prior to grant award should contact a Grant Specialist prior to submitting an application to request a state/federal letter of retroactivity.
- *Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP) Review:* Per Ch. 32.035 Wis. Stats., the DATCP Bureau of Land and Water Resources reviews land acquisitions proposed by local governments, state agencies, and private companies building utilities to determine the magnitude of potential agricultural resource impacts that may result from the acquisition. As noted in the criteria below, applicants are responsible for requesting DATCP review and submitting documentation of the request with the grant application. If received prior to the application due date, applicants should also submit a copy of the DATCP agricultural impact determination. All applicants considering a grant application to help purchase agricultural land are encouraged to discuss the project with DNR grant staff before applying.

Prior to scoring prospective land acquisition projects from both nonprofit and local government applicants, the DNR will evaluate the following:

- *Agricultural Resources and Potential:* Agriculture contributes \$88.3 billion annually to the economy in Wisconsin, employing approximately 12% of the state's workforce. Reflecting the importance of agriculture in Wisconsin's economy, the DNR will evaluate a property's agricultural resources prior to rating and ranking any proposed acquisition project. The DNR asks that applicants submit information regarding any agricultural land and uses of property prior to or with grant application material.

DNR will closely consider acquisition of: 1) high quality agricultural lands; 2) property that is likely to remain in agricultural use; and 3) property that is isolated from other public access or conservation lands. Applicants considering a grant application to purchase agricultural land are encouraged to discuss the project with DNR grant staff before applying.

- *Ease of Public Access:* Pursuant to S 23.0916 Wis. Stats., Stewardship funded land purchases must be open to the public. Knowles-Nelson Stewardship grants are one tool the DNR uses to expand and enhance public access to nature-based outdoor recreation – a priority for the DNR. The DNR will evaluate feasibility of public access on a case-by-case basis, considering the size, shape, topography, and/or remote location of a parcel. The DNR will consider the practicality of public access before scoring and ranking prospective land acquisition projects.

DNR will carefully consider projects that benefit a very limited population and/or are remote enough that members of the public are unlikely to visit. Applicants considering purchasing land that may have public access challenges are advised to discuss the project with DNR grant staff before applying.

## Notes Regarding Development Projects

Grant awards for development projects are based on costs associated with the development activities outlined in the grant application. Note that construction costs incurred prior to the date of the grant award are not eligible for reimbursement. For development projects supported with Stewardship grants, applicants must own the property or have a lease that provides legal access for the purposes of the project. The lease must have a minimum 25-year duration as of the date of application.

For RTP grants, the applicant must own the grant property or possess a legally binding agreement that ensures public access to the trail. For LWCF grants, the applicant must possess legal control of the property in order to provide reasonable assurance that they have approval authority for any changes to public access and/or recreational opportunities on the subject property.

A wide variety of project types are eligible for development grants. Development projects supported with Stewardship grants must provide nature-based recreation opportunities. Development projects supported with LWCF grants can also support active outdoor recreation facilities such as athletic fields.

The following activities are common examples of projects supported by Stewardship Local Assistance, LWCF, and RTP grants:

- Trails, trailheads, and associated trail amenities (e.g. restrooms, benches, lighting)
- Canoe/kayak launches
- Fishing piers
- Day-use picnic areas
- Campgrounds

The following types of projects are typically not eligible for Stewardship grant funding but may be eligible for a LWCF grant:

- Disc golf facilities
- Splash pads
- Soccer/baseball fields

The following are examples of project expenses that are typically not eligible for reimbursement in the Stewardship Local Assistance, LWCF, or RTP grant programs:

- Purchase of equipment
- Income-generating facilities (e.g. concession buildings)
- Stand-alone maintenance facilities that do not specifically serve the grant property
- Outdoor amphitheaters
- Facilities developed on property that was acquired via condemnation

## **Comprehensive Outdoor Recreation Plans**

Comprehensive Outdoor Recreation Plans (CORPs) are developed by local communities. CORPs typically contain an inventory of existing outdoor recreation facilities, an analysis of outdoor recreation needs, and projects that may be implemented to address unmet recreation needs. Projects funded with Stewardship grants need to be consistent with a local adopted CORP. Further, the project may need to be specifically identified in the CORP, depending on the Stewardship grant subprogram. For projects supported with LWCF and RTP grants, the proposed project needs to be consistent with the Statewide Comprehensive Outdoor Recreation Plan (adopted by WDNR). All applicants, even those with a current CORP, should contact a Grant Specialist early in the planning process to discuss grant program CORP requirements.

## DNR Regional Grant Specialists

**Northeast Counties:** Brown, Calumet, Door, Fond du Lac, Green Lake, Kewaunee, Manitowoc, Marinette, Marquette, Menominee, Oconto, Outagamie, Shawano, Waupaca, Waushara, Winnebago

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**West Central Counties:** Adams, Buffalo, Chippewa, Clark, Crawford, Dunn, Eau Claire, Jackson, Juneau, La Crosse, Marathon, Monroe, Pepin, Pierce, Portage, St. Croix, Trempealeau, Vernon, Wood

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**South Central Counties:** Columbia, Dane, Dodge, Grant, Green, Iowa, Jefferson, Lafayette, Richland, Rock, Sauk

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**Northern Counties:** Florence, Forest, Iron, Langlade, Lincoln, Oneida, Price, Taylor, Vilas

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**For information on program policy and statewide coordination, contact the following DNR Statewide Grant Managers:**

Stewardship Local Assistance Grants; Land and Water Conservation Fund Grants

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Recreational Trails Program Grants

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## **PROGRAM DESCRIPTION: Stewardship Local Assistance, Acquisition and Development of Local Parks (ADLP) Subprogram**

**Statute/Code:** s. 23.09(20), Wis. Stats.; ch. NR 51, subch. XII, Wis. Admin. Code

**Purpose:** The ADLP program helps communities and organizations acquire land for public nature-based outdoor recreation and improve community recreation areas.

**Allocation:** Funds are allocated on a regional basis, proportional to population. Projects compete against other projects from their region.

**Eligible Applicants:** Towns, villages, cities, counties, tribal governments, and NCOs. NCOs may only apply for ADLP grants to support land acquisition projects.

**Eligible Projects:** Land acquisition and development projects that provide opportunities for nature-based recreation are eligible for ADLP grants.

**Funding Priorities:** ADLP funding priorities include projects that:

- Support a local CORP;
- Support multiple uses;
- Are of regional/statewide significance;
- Result in a first-of-a-kind facility for the applicant;
- Involve two or more governmental agencies;
- Provide accessible recreation opportunities; and
- Have other priority characteristics specified in statute/code.

## **PROGRAM DESCRIPTION: Stewardship Local Assistance, Acquisition of Development Rights (ADR) Subprogram**

**Statute/Code:** s. 30.277, Wis. Stats.; ch. NR 51, subch. XIV, Wis. Admin. Code

**Purpose:** The purpose of the ADR program is to protect natural, agricultural, and forest lands that provide nature-based outdoor recreation by purchasing development rights and compensating landowners for limited future development on their land.

**Allocation:** Projects compete statewide.

**Eligible Applicants:** Towns, villages, cities, counties, tribal governments, and NCOs.

**Eligible Projects:** ADR grants may only be used to support projects that acquire development rights to support nature-based outdoor recreation.

**Funding Priorities:** The following types of property are given priority consideration for ADR grant funding:

- Land with water frontage;
- Land that provides a buffer between developed and natural areas;
- Land that connects existing natural resource protection areas;
- Land located within Department project boundaries; and
- Land with other priority characteristics specified in statute/code.

## PROGRAM DESCRIPTION: Stewardship Local Assistance, Urban Green Space (UGS) Subprogram

**Statute/Code:** s. 23.09(19), Wis. Stats.; ch. NR 51, subch. XIII, Wis. Admin. Code

**Purpose:** The UGS program supports acquisition of land for open natural areas and community gardens within or in close proximity to urban areas.

**Allocation:** Projects compete statewide.

**Eligible Applicants:** Towns, villages, cities, counties, tribal governments, NCOs, sanitary districts, and public inland lake protection and rehabilitation districts.

**Eligible Projects:** Projects that acquire land within or in proximity to urban areas that provides open space, protects unique natural features, and/or provides opportunities for community gardening are eligible to apply for UGS grants. Development projects are not eligible for UGS grants.

**Funding Priorities:** UGS funding priorities include acquisition of land that:

- Preserves land on the natural heritage inventory database;
- Implements elements of approved water quality plans or initiatives;
- Has unique natural features;
- Provides linear corridor connecting open natural areas;
- Has water frontage;
- Is of regional or statewide significance;
- Provides area for community gardens; and
- Has other priority characteristics specified in statute/code.

## PROGRAM DESCRIPTION: Stewardship Local Assistance, Urban Rivers (UR) Subprogram

**Statute/Code:** s. 30.277, Wis. Stats.; ch. NR 51, subch. XIV, Wis. Admin. Code

**Purpose:** The UR program helps restore and preserve the character of urban river corridors through the acquisition and development of land adjacent to rivers.

**Allocation:** Projects compete statewide. No applicant can receive more than 20% of the UR funds allocated in any fiscal year.

**Eligible Applicants:** Towns, villages, cities, counties, tribal governments, and NCOs.

**Eligible Projects:** Land acquisition and development projects that provide opportunities for nature-based outdoor recreation are eligible for UR grants.

**Funding Priorities:** UR program funding priorities include projects that:

- Restore river corridors following dam removal;
- Support redevelopment of brownfields;
- Acquire land with unique natural or aesthetic values;
- Acquire land that connects with previous land acquisitions;
- Provide outdoor recreation opportunities for diverse urban populations;
- Provide new or expanded access to urban waterways;

- Support local/regional plans; and
- Have other priority characteristics specified in statute/code.

## **PROGRAM DESCRIPTION: Federal Land and Water Conservation Fund (LWCF)**

**Statute/Code:** Land and Water Conservation Act (Public Law 88-578); ch. NR 50.06, Wis. Admin. Code

**Purpose:** The federal LWCF program supports development of high-quality outdoor recreation amenities in local communities.

**Allocation:** Projects compete statewide.

**Eligible Applicants:** Towns, villages, cities, counties, tribal governments, and school districts. NCOs are not eligible to receive LWCF grants.

**Eligible Projects:** Generally, all acquisition and development projects that are eligible under the ADLP, UGS, and UR Stewardship subprograms are also eligible for LWCF grants. In addition, projects that provide outdoor recreation facilities that are not exclusively nature-based, such as active sports facilities, are eligible for LWCF grants. Some exceptions apply, such as cases where the applicant intends to meet their match requirement with federal funds. Contact a regional Grant Specialist for details.

**Funding Priorities:** LWCF funding priorities include projects that:

- Meet the needs of urban areas;
- Provide recreation opportunities for diverse populations;
- Acquire land in areas with limited outdoor recreation facilities;
- Provide multi-use and multi-season facilities;
- Enhance or preserve natural beauty;
- Are proposed by applicants which have financial resources to adequately maintain and operate the project; and
- Have other priority characteristics specified in law/code.

## PROGRAM DESCRIPTION: Federal Recreational Trails Program (RTP)

**Statute/Code:** Public Law 102-240; ch. NR 50.21, Wis. Admin. Code

**Purpose:** The RTP program provides funds to develop and maintain recreational trails and trail-related facilities for both motorized and nonmotorized recreational trail uses. RTP grants are to be used on trail projects that further a specific goal or are included in the State Comprehensive Outdoor Recreation Plan (SCORP) or a local plan referenced in the SCORP.

**Allocation:** RTP grant awards may not exceed \$200,000 for individual projects submitted in the 2018 application cycle. Two-thirds (2/3) of the total RTP funding will be used for projects at the \$200,000 cap and the remaining 1/3 will be used for projects at the \$45,000 cap. However, applicants may receive multiple RTP grants for independent projects. Projects compete statewide within three project categories:

*Nonmotorized (30%):* Projects designed to benefit nonmotorized recreational trail use where motorized use would not be allowed.

*Motorized (30%):* Projects designed to benefit motorized recreational use; projects may also benefit some nonmotorized uses as long as motorized use is the primary intent.

*Diversified (40%):* Projects designed to benefit multiple uses; includes projects where motorized use would be permitted, but where motorized use is not the predominant beneficiary. Diversified projects are not required to have motorized use.

**Eligible Applicants:** Towns, villages, cities, counties, tribal governing bodies, school districts, state agencies, federal agencies or incorporated organizations are eligible to apply for funds. Incorporated organizations are those that are incorporated under ch. 181, Wis. Stats., whose primary purpose is promoting, encouraging or engaging in outdoor recreation trails activities.

**Eligible Projects and Funding Priorities:** RTP funds may only be used on trails which have been identified in or which further a specific goal of a local, county or state trail plan included or referenced in a statewide comprehensive outdoor recreation plan. These include traditional trails as well as water trails recognized by the DNR (see <http://dnr.wi.gov/topic/parks/watertrails/> for more information about water trails). Eligible RTP projects, in order of priority, are:

- Maintenance and restoration of existing trails;
- Development and rehabilitation of trailside and trailhead facilities and trail linkages;
- Construction of new trails (with certain restrictions on federal lands); and
- Acquisition of property for trails in areas with limited trail opportunities.

Pre-award expenses are not eligible for reimbursement under RTP grants.

Below are examples of projects that are considered maintenance, rehabilitation, development, and acquisition:

- Maintenance and restoration of existing trails;
- Development and rehabilitation of trailside and trailhead facilities and trail linkages;
- Construction of new trails (with certain restrictions on federal lands); and
- Acquisition of property for trails in areas with limited trail opportunities.

## Application Materials

The following documents are required as part of a complete grant application, as applicable for the type of project (acquisition or development). Please contact a regional Grant Specialist for information about any of these required documents, documentation examples, or to obtain hard copies of application materials.. Electronic application materials, forms, and example documents are available online:

- Stewardship Local Assistance - <http://dnr.wi.gov/topic/Stewardship/Grants/ApplyLUG.html>
- LWCF & RTP - <http://dnr.wi.gov/topic/Stewardship/Grants/FederalLUG.html>

**Applicants should provide one hard copy and one electronic copy of all application documents. Please note that narrative responses to ranking criteria in Sections A, B, and C below should be provided on form 8700-338. All necessary forms are available to download from the website above.**

ACQ. PROJECT	DEV. PROJECT	REQUIRED APPLICATION DOCUMENTS	
<input type="checkbox"/>	<input type="checkbox"/>	1	Grant Application (Form 8700-191) – <b>Must be Signed by Project Applicant</b>
<input type="checkbox"/>	<input type="checkbox"/>	2	Response to Ranking Questions & Criteria (Form 8700-338)
<input type="checkbox"/>	<input type="checkbox"/>	3	Project Resolution from Grant Applicant
<input type="checkbox"/>	<input type="checkbox"/>	4	Project Location Map
<input type="checkbox"/>	<input type="checkbox"/>	5	Project Boundary Map
<input type="checkbox"/>	<input type="checkbox"/>	6	Topographical Map
<input type="checkbox"/>	<input type="checkbox"/>	7	Legal Description and GPS Coordinates
<input type="checkbox"/>	<input type="checkbox"/>	8	Environmental Hazards Assessment Form (Form 1800-001)
<input type="checkbox"/>	<input type="checkbox"/>	9	Cost Estimate Worksheet (Form 8700-014)
<input type="checkbox"/>	<input type="checkbox"/>	10	Estimated Construction/Acquisition Timeline
<input type="checkbox"/>	<input type="checkbox"/>	11	Site Plan ( <i>For Development projects -show facilities to be constructed with grant assistance; for Acquisition projects- identify planned trails or facilities.</i> )
<input type="checkbox"/>	<input type="checkbox"/>	12	Remediation Plan and (if available) signed DNR Final Close-Out Letter – <i>Applicable only to projects with brownfields.</i>
<input type="checkbox"/>	<input type="checkbox"/>	13	Copy of related grant application and/or grant agreement ( <i>applicable only if applicant is proposing a grant as all or part of their local match</i> )
<input type="checkbox"/>	N/A	14	Public Access & Acceptable Uses Form (Form 8700-332)
<input type="checkbox"/>		15	Appraisal ( <i>applicable to all acquisition projects and development projects that propose land donations as match</i> )
<input type="checkbox"/>		16	Offer to Purchase (if available)
<input type="checkbox"/>		17	Relocation Plan ( <i>if applicable</i> )
<input type="checkbox"/>		18	Agricultural Impact Statement ( <i>if applicable</i> )
<input type="checkbox"/>		19	Copy of Seller's Deed ( <i>applicable only if seller has owned property for less than three years</i> )
<input type="checkbox"/>		20	Approval resolution from jurisdiction in which acquisition property is located ( <i>if property to be acquired is located outside of the applicant's jurisdiction</i> )
<input type="checkbox"/>		21	Agricultural resource impact determination document from DATCP ( <i>applicable only to acquisition projects with agricultural activity on the property</i> )
N/A		<input type="checkbox"/>	22
N/A	<input type="checkbox"/>	23	Required permits, if available
N/A	<input type="checkbox"/>	24	Map showing the proposed project relative to the related larger trail system ( <i>for RTP trail projects only; map should identify roads and bridges</i> ).

## Ranking Criteria

Below are the criteria WDNR uses to score, rank, and select projects for Stewardship Local Assistance, LWCF, and RTP grant awards and associated ranking criteria. Criteria reflect program eligibility and priorities outlined in public law, statute, code, and policy. Upon receipt of an application, DNR staff review information submitted and score an application relative to the criteria outlined below and program eligibility. Note that these criteria have been updated relative to previous years. Public comments on the revised criteria were solicited, including review by the Stewardship Advisory Committee.

**Applicants should provide a response to each question below on form 8700-338. Form 8700-338 and any required supporting documents should be submitted with the application package. Responses without supporting documentation will not be awarded points.**

The ranking questions are split into three sections, relative to program eligibility. Regional grant specialists can answer questions about program eligibility.

- **Section A:** All applicants should provide a response to questions in Section A.
- **Section B:** Applicants with a project that is eligible for a Local Assistance or LWCF grant should provide a response to questions in Section B. Applicants with a project that is only eligible for RTP grants should answer “N/A” to questions in this section.
- **Section C:** In addition to Section A, applicants with a project that is eligible for RTP grants should provide a response to questions in Section C. Applicants with a project that is not eligible for RTP grants should answer “N/A” to questions in this section.

<b>SECTION A: All Applicants</b>			
All applicants should provide responses to questions in this section.			
<b>Eligibility Criteria</b>		<b>Max. Points</b>	<b>Question Details and Documentation Notes</b>
<b>1</b>	<p><b>COMPREHENSIVE OUTDOOR RECREATION PLAN:</b></p> <ul style="list-style-type: none"> <li>• Is the project identified in a Comprehensive Outdoor Recreation Plan that was approved by the applicant?</li> <li>• If not, is the proposed project identified in a Comprehensive Outdoor Recreation Plan approved by any applicable local government?</li> <li>• If not, is the project identified in a Comprehensive Outdoor Recreation Plan that is being developed by the applicant?</li> <li>• Does the project support a goal identified in a Comprehensive Outdoor Recreation Plan approved by the applicant or another unit of government?</li> <li>• Does the project support a goal identified in the State Comprehensive Outdoor Recreation Plan?</li> </ul>	N/A	<p>Provide plan name, copy of cover page, and page number/chapter reference.</p> <p>For projects that support a goal of the Statewide Comprehensive Outdoor Recreation Plan, please identify the specific goal(s) supported by the proposed project.</p>
<b>2</b>	<p><b>LAND MANAGEMENT PLAN</b> (Acquisition Projects Only): The applicant has a plan for long-term management of the property that preserves and enhances its conservation and/or recreational value.</p>		<p>Submit copy of management plan. For local governments, this information may be included in the CORP, parks management plan, or other document.</p>
<b>Tie-breaker Questions</b>		<b>Max. Points</b>	<b>Question Details and Documentation Notes</b>
<b>3</b>	<p><b>GREEN TIER:</b> The applicant is a Green Tier community.</p>	0.1	<p>See the Community and Population Information at the end of these guidelines for a list of designated Green Tier communities. All Legacy Communities are eligible for this tie-breaker point. Clear Waters Initiative Communities are eligible for this tie-breaker if the proposed project will benefit water resources.</p>
<b>4</b>	<p><b>RAILROAD CORRIDOR:</b> The project will acquire or develop an abandoned rail corridor for outdoor recreation.</p>	0.1	
<b>5</b>	<p><b>ACCESS TO OTHER OUTDOOR RECREATION FACILITIES:</b> The proposed projects provides access to other existing developed outdoor recreation facilities, such as campground, fishing pier, local park, etc.</p>	0.5	<p>Provide documentation that shows the relationship between the proposed project and the existing facility(ies).</p>
<b>6</b>	<p><b>SAFE ACCESS:</b> Users have an existing opportunity for safe and legal parking and access to the project site.</p>	0.1	<p>Projects that provide access only via roadside parking would not receive points for this question.</p>

<b>SECTION A, cont.</b>			
<b>Ranking Questions</b>		<b>Max. Points</b>	<b>Question Details and Documentation Notes</b>
<b>7</b>	<p><b>COMPREHENSIVE PLAN:</b></p> <ul style="list-style-type: none"> <li>• The applicant has or is developing a comprehensive plan for their local jurisdiction (as defined in s. 66.1001 Wis. Stats.) with provisions that support intergovernmental cooperation. (1 pt.)</li> <li>• The proposed project is supported by or included in the applicant’s comprehensive plan. (1 pt.)</li> </ul>	2	<p>Provide copies of the cover page and page(s) that describe the subject project.</p> <p>Note: Some communities also refer to their comprehensive plan as a “smart growth” plan.</p>
<b>8</b>	<p><b>PLANS OTHER THAN CORP OR COMPREHENSIVE PLAN:</b></p> <ul style="list-style-type: none"> <li>• The project is referenced in or supports other applicable plans, such as a local green space plan, integrated resource management plan, riverfront restoration plan, water quality plan, or other applicable plan approved by a governmental unit (including DNR Master Plans or State Trail Plans). (1 pt.)</li> <li>• For land acquisition projects, the proposed acquisition would contribute significantly to the overall success of an urban river project or comprehensive riverway or lake management plan. (1 pt.)</li> </ul>	2	<p>Provide copies of the cover page and page(s) that describe the subject project.</p> <p>For acquisition projects, applicants should describe how the proposed acquisition contributes to the success of the plan.</p>
<b>9</b>	<p><b>INTERGOVERNMENTAL COOPERATION:</b> The project is being developed in close cooperation between two governmental entities or a private-public partnership.</p>	2	<p>Provide plan name, copy of cover page, and page number/chapter reference, if applicable.</p> <p>The partner jurisdiction must have a substantial role in the project, including but not limited to providing match funds, assisting with long-term property management, etc. Letters of support are not sufficient to receive these points. Projects supported by a Tax Increment Financing (TIF) district will receive full credit for this question. Regional projects that are being developed cooperatively by multiple governmental entities also will receive credit for this question.</p>
<b>10</b>	<p><b>PROJECT COMPLETION AND PREVIOUS GRANTS</b></p> <ul style="list-style-type: none"> <li>• Applicant has successfully completed all previous Local Assistance, RTP, or LWCF grants. (1 pt.)</li> <li>• Applicant has not received a Local Assistance, RTP, or LWCF grant in the past 5 years. (1 pt.)</li> </ul>	2	<p>“Successfully completed” projects are those for which an applicant has submitted final completed reimbursement package to WDNR.</p> <p>Applicants should provide a list of applicable grants.</p> <p>RTP maintenance grants are unique and should not be considered when reviewing the status of prior grant projects and grant awards.</p>

## SECTION B: Local Assistance & LWCF Eligible Projects

Applicants with a project that is eligible for Local Assistance or LWCF grants should provide a response to these questions. Applicants with a project that is eligible only for RTP grants should answer “N/A” to these questions.

Ranking Questions		Max. Points	Question Details and Documentation Notes
11	<p><b>ECONOMIC BENEFIT:</b> The project will create opportunities to expand or generate local private-sector outdoor recreation support industries. (1 pt.)</p>	1	<p>Economic benefits must be local and related to the type of outdoor recreation opportunities that the proposed project would provide or enhance.</p> <p>Letters from local business(es) or economic development organization are sufficient documentation to receive this point only if they specifically identify economic benefits of the proposed project.</p>
12	<p><b>FINANCIAL SUPPORT:</b></p> <ul style="list-style-type: none"> <li>• Applicant has identified outside funding sources of least 50% of the applicant’s proposed matching funds. (1 pt.)</li> <li>• Applicant can demonstrate that matching funds have been budgeted or will be available at the time grant is awarded. (1 pt.)</li> </ul>	2	<p>Applicants must provide letters of commitment from local contributors, proof of budget approval, or similar documentation of financial support.</p> <p>Note that Tax Increment Financing (TIF) district funds are considered applicant funds.</p>
13	<p><b>PROJECT IMPACT:</b></p> <ul style="list-style-type: none"> <li>• The project is the first of its kind for the applicant. (1 pt.)</li> <li>• The project is adjacent to and supports a recreational resource that draws visitors from statewide. (2 pts.)</li> <li>• The project is located within an approved DNR property acquisition boundary or Stream Bank Protection Program acquisition area. (1 pt.)</li> </ul>	4	<p>To receive full points for this question, applicants must provide suitable documentation that supports the statewide nature of the recreational resource.</p> <p>If the proposed project is within a DNR defined acquisition area, applicants must provide a map that shows the subject property relative to the applicable DNR boundary.</p>
14	<p><b>NATURAL HERITAGE INVENTORY/HISTORICAL RESOURCES:</b></p> <ul style="list-style-type: none"> <li>• For acquisition projects: Proposed acquisition includes property on the NHI or properties otherwise formally recognized as having significant historical or cultural value. (1 pt.)</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>• For development projects: Development plans highlight and protect NHI/historical features on the property. (1 pt.)</li> </ul>	1	<p>Provide documentation that the property is included on the WDNR Natural Heritage Inventory and/or narrative description of the location of NHI resources relative to proposed site development plan.</p>

SECTION B, cont.			
Ranking Questions		Max. Points	Question Details and Documentation Notes
15	<p><b>UNIQUE NATURAL FEATURES:</b></p> <ul style="list-style-type: none"> <li>For acquisition projects: The proposed project includes acquisition of land with unique aesthetic/scenic value, natural value, ecological value, unique natural features. (1 pt.)</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>For development projects: The proposed project includes development of recreational opportunities that support unique natural features and/or scenic highways. (1 pt.)</li> </ul>	1	Applicant should submit documentation that describes the specific natural features being protected or enhanced by the subject project.
16	<p><b>DAM REMOVAL:</b> The project was identified in or supports goals of a DNR-approved dam abandonment plan. (2 pts.)</p>	2	Provide plan name, copy of cover page, and page number/chapter reference, if applicable.
17	<p><b>URBAN POPULATIONS:</b> The project includes acquisition or development of property in a designated urban/urbanized area or property that is located outside of but which serves a designated urban/urbanized area. (1 pt.)</p>	1	<p>See the Community and Population Information at the end of these guidelines for a list of qualifying urban/urbanized areas.</p> <p>If applicant is not on the list of qualifying urban/urbanized areas, but serves a transient population, the applicant should provide documentation regarding recreational needs of transient populations that would be met by the proposed project.</p>
18	<p><b>DIVERSE/SPECIAL POPULATIONS:</b> The project will serve the documented needs of diverse/special populations in urban areas. (1 pt.)</p>	1	Identify the specific populations that would be served by the proposed project. Provide documentation regarding income, demographics, etc. of the applicable population. Note that serving nearby schools is not sufficient to qualify for this point.
19	<p><b>WATER ACCESS:</b></p> <ul style="list-style-type: none"> <li>The project will significantly improve or expand existing water access for water-based outdoor recreation. (1 pt.)</li> </ul> <p>OR</p> <ul style="list-style-type: none"> <li>The project will provide water access where none is currently available in the applicant's jurisdiction. (2 pts.)</li> </ul>	2	Water access includes frontage on rivers, streams, lakes, estuaries, and some flowages.
20	<p><b>BROWNFIELDS:</b> The project involves brownfields redevelopment, as the term is defined in s. 23.09(19)(a)1, Stats. (2 pts.)</p>	2	

SECTION B, cont.			
Ranking Questions		Max. Points	Question Details and Documentation Notes
21	<b>NATURE-BASED OUTDOOR ACTIVITIES:</b> After acquisition, the public will be able to conduct all five designated nature-based outdoor activities on the project property. (2 pts.)	2	This question applies to acquisition projects only. Applicants submitting a development project application should answer "N/A" to this question.  Nature-based outdoor activities include hunting, trapping, fishing, hiking, and cross-country skiing (as defined in NR 52, Wis. Admin. Code).  For acquisition of properties with no water access, applicants should consider fishing as an available activity for purposes of this question.
22	<b>COMMUNITY GARDENS:</b> The project will provide land for non-commercial gardening activities within or serving residents of urban areas. (1 pt.)	1	This question applies to acquisition projects only. Applicants submitting a development project application should answer "N/A" to this question.
23	<b>PROJECT CONTINUITY:</b> <ul style="list-style-type: none"> <li>• Applicant has acquired the land for the project without grant assistance. (1 pt.)</li> <li>• Applicant has developed some eligible facilities for the project without grant assistance. (1 pt.)</li> </ul>	2	Provide narrative description of acquisition and/or facilities developed, including type of funding used.
24	<b>PRODUCTS:</b> Project will use products made in Wisconsin from recycled materials. (1 pt.)	1	Identify products and anticipated vendors.
25	<b>SUSTAINABILITY:</b> Project will use sustainable technology. (1 pt.)	1	Applicant should describe the manner in which materials, design, and other project elements promote energy efficiency, waste reduction, or similar sustainability principles.
26	<b>TIMEFRAME:</b> Land can be acquired within one year or development can be completed within two construction seasons. (1 pt.)	1	
27	<b>APPRAISAL:</b> <ul style="list-style-type: none"> <li>• The property appraisal is complete. (1 pt.)</li> <li>• Applicant has a signed offer-to-purchase or option. (1 pt.)</li> </ul>	2	Applies to land acquisition projects only. Applicants with development projects should answer "N/A" for this question.
28	<b>CONNECTIVITY:</b> <ul style="list-style-type: none"> <li>• The applicant will acquire or develop a segment of a linear corridor that connects open natural areas, city parks, water trails, or similar outdoor recreation amenities or serves as a buffer between outdoor recreation property and land with potential for urban development.</li> </ul>	2	Provide a narrative description of the relationship between the proposed project and the linear corridor.  Applicants are encouraged to include a map that highlights the location of the proposed project relative to linear corridor/state trail.

## SECTION C: RTP Eligible Projects

Applicants with a project that is only eligible for RTP grants should provide a response to these questions. All other applicants should answer "N/A" to these questions.

Ranking Questions		Max. Points	Question Details and Documentation Notes
29	<b>RTP PROJECT TYPE:</b> <ul style="list-style-type: none"> <li>• Rehabilitation (8 pts.)</li> <li>• Maintenance (7 pts.)</li> <li>• Development (3 pts.)</li> <li>• Acquisition (1 pt.)</li> </ul>	8	Applicants with a project that consists solely of trail support facilities should answer "N/A" for this question. Projects that include more than one activity type will receive the highest type score, not a combination.
30	<b>YEAR ROUND USE:</b> Project includes facilities for year-round use. (1 pt.)	1	
31	<b>NUMBER OF COMPATIBLE USES:</b> <ul style="list-style-type: none"> <li>• The project would provide opportunities for three compatible recreational uses on the trail. (1 pt.) OR</li> <li>• The project would provide opportunities for four or more compatible recreational uses on the trail. (3 pts.)</li> </ul>	3	Trailhead-only projects are not eligible for these points.  Compatible uses can include a mix of motorized and nonmotorized uses (e.g. hiking, bicycling, in-line skating, equestrian use, cross-country skiing, snowmobiling, off-road motorcycling, all-terrain vehicle riding, four-wheel driving, or using other off-road motorized vehicles).
32	<b>RESOLVES CONFLICTS BETWEEN USERS:</b> Proposed trail project will resolve conflict between historically conflicting trail uses. (2 pts.)	2	Typically, user conflicts are resolved via development or acquisition projects, not rehabilitation or maintenance.  Resolution may occur through trail design, timing of allowable uses, development of separate trails for different use types, etc. Applicants must provide documentation regarding historical user conflicts on the existing trail.
33	<b>TRAIL SAFETY:</b> The sponsor has the ability to ensure enforcement and safety for trail users, either directly or through cooperative agreements with non-governmental organizations or other governmental units. (2 pts.)	2	Applicants may receive points for this question if the applicant patrols the trail or if the applicant has a written trail patrol agreement with another non-state entity.
34	<b>SAFE TRAIL DESIGN:</b> <ul style="list-style-type: none"> <li>• Proposed project is located completely off road. (1 pt.)</li> <li>• Proposed project does not contain at-grade roadway crossings. (1 pt.)</li> <li>• Proposed project does not contain any at-grade roadway bridge crossings. (1 pt.)</li> </ul>	3	Trailhead-only projects are not eligible for these points.  Applicants should provide a map showing the proposed project relative to the overall trail system, roads, and bridges.  For full credit on this question (3 pts.), the project needs to be located completely off road with no at-grade road crossings or at-grade road bridge crossings.

**SECTION C, cont.**

Ranking Questions		Max. Points	Question Details and Documentation Notes
35	<p><b>LOCAL DONATIONS AND VOLUNTEER SUPPORT:</b></p> <ul style="list-style-type: none"> <li>• Project will include donations of labor, materials, and/or equipment from non-governmental entities. (1 pt.)</li> <li>• Donations comprise 25% or more of the total project cost. (1 pt.)</li> </ul>	2	Letters of support are not sufficient to receive points for this question. Applicants must provide letters of commitment from local contributors, proof of budget approval, or similar documentation of financial support.
36	<p><b>LONG TERM TRAIL:</b> Trail project is located on public land or on private land where the sponsor holds a land use agreement with a minimum 25-year duration as of the date of application. (2 pts.)</p>	2	Applicants should provide documentation of land ownership or provide a copy of the applicable agreement.

## Community and Population Information

Green Tier Communities	
Legacy Communities	Clear Waters Initiative
Appleton	Madison
Ashland	Sun Prairie
Bayfield	Dane Co.
Bayside	
Eau Claire	
Fitchburg	
La Crosse	
Middleton	
Monona	
New Richmond	
Port Washington	
Sheboygan	
Wisconsin Rapids	
Weston	
Bayfield Co.	
Eau Claire Co.	
La Crosse Co.	

Counties with Above-Average Population Growth	
Bayfield	Grant
Brown	Iron
Calumet	La Crosse
Chippewa	Monroe
Dane	Outagamie
Door	Ozaukee
Dunn	St. Croix
Eau Claire	Trempealeau
Florence	Washington
Fond du Lac	Waukesha

Urban/Urbanized Areas - Counties
Brown
Calumet
Chippewa
Columbia
Dane
Dodge
Eau Claire
Fond du Lac
Grant
Jefferson
Kenosha
La Crosse
Manitowoc
Marathon
Milwaukee
Outagamie
Ozaukee
Portage
Racine
Rock
St. Croix
Sauk
Sheboygan
Walworth
Washington
Waukesha
Waupaca
Winnebago
Wood

**Urban/Urbanized Areas – Cities, Towns, & Villages**

Abbotsford	Brooklyn	Eden Village
Adams	Brown Deer	Edgerton
Algoma	Buffalo City	Elkhorn
Allouez	Burlington	Ellsworth
Alma	Butler	Elm Grove
Altoona	Caledonia	Elmwood Park
Amery	Cambridge	Elroy
Antigo	Cecil	Evansville
Appleton	Chetek	Fall River
Arcadia	Chilton	Fennimore
Ashland	Chippewa Falls	Fitchburg
Ashwaubenon	Clintonville	Fond du Lac
Augusta	Colby	Fort Atkinson
Baldwin	Columbus	Fountain City
Baraboo	Combined Locks	Fox Lake
Barron	Cornell	Fox Point
Bayfield	Cottage Grove	Franklin
Bayside	Crandon	Galesville
Beaver Dam	Cross Plains	Genoa City
Bellevue	Cuba City	Germantown
Beloit	Cudahy	Gillett
Berlin	Cumberland	Glendale
Big Bend	Darien	Glenwood City
Biron	Darlington	Grafton
Black Earth	De Pere	Green Bay
Black River Falls	DeForest	Green Lake
Blair	Delafield	Greendale
Bloomer	Delavan	Greenfield
Boscobel	Dodgeville	Greenwood
Brillion	Dousman	Hales Corners
Bristol	Dresser	Hammond
Brodhead	Durand	Hartford
Brokaw	Eagle	Hartland
Brookfield	Eagle River	Hayward
Cedarburg	East Troy	Hewitt
Chenequa	Eau Claire	Hillsboro

<b>Urban/Urbanized Areas – Cities, Towns, &amp; Villages, cont.</b>		
Hobart	Maple Bluff	Nekoosa
Holmen	Marion	New Berlin
Horicon	Markesan	New Holstein
Howard	Marinette	New Lisbon
Howards Grove	Marshall	New London
Hudson	Marshfield	New Richmond
Hurley	Mauston	Niagara
Independence	Mayville	North Bay
Jackson	Mazomanie	North Fond du Lac
Janesville	McFarland	North Hudson
Jefferson	Medford	North Prairie
Johnson Creek	Mellen	Oak Creek
Juneau	Menasha	Oconomowoc
Kaukauna	Menominee	Oconomowoc Lake
Kenosha	Menomonee Falls	Oconto
Kewaskum	Menomonie	Oconto Falls
Kewaunee	Mequon	Oliver
Kiel	Merrill	Omro
Kimberly	Merton	Onalaska
Kohler	Middleton	Oostburg
Kronenwetter	Milton	Oregon
La Crosse	Milwaukee	Osceola
Lac La Belle	Mineral Point	Oshkosh
Ladysmith	Mondovi	Osseo
Lake Delton	Monona	Owen
Lake Geneva	Monroe	Paddock Lake
Lake Hallie	Montreal	Park Ridge
Lake Mills	Mosinee	Park Falls
Lancaster	Mount Horeb	Peshtigo
Lannon	Mount Pleasant	Pewaukee
Little Chute	Mukwonago	Platteville
Lodi	Montello	Phillips
Loyal	Muskego	Pittsville
Madison	Nashotah	Pleasant Prairie
Manawa	Neenah	Plover
Manitowoc	Neillsville	Plymouth

**Urban/Urbanized Areas – Cities, Towns, & Villages, cont.**

Port Edwards	Shullsburg	Waterford
Port Washington	Silver Lake	Waterloo
Portage	Slinger	Watertown
Prairie du Chien	Somerset	Waukesha
Prairie du Sac	South Milwaukee	Waunakee
Prescott	Sparta	Waupaca
Princeton	Spoooner	Waupun
Pulaski	St. Croix Falls	Wausau
Racine	St. Francis	Wautoma
Reedsburg	Stanley	Wauwatosa
Rhineland	Stevens Point	West Allis
Rice Lake	Stoughton	West Baraboo
Richfield	Sturtevant	West Bend
Richland Center	Sturgeon Bay	West Milwaukee
Ripon	Suamico	West Salem
River Falls	Sun Prairie	Westby
River Hills	Superior	Weston
Rochester	Sussex	Weyauwega
Rothschild	Thiensville	Whitefish Bay
Sauk City	Thorp	Whitehall
Saukville	Tomah	Whitewater
Schofield	Tomahawk	Whiting
Seymour	Twin Lakes	Williams Bay
Shawano	Two Rivers	Wind Point
Sheboygan	Union Grove	Windsor
Sheboygan Falls	Verona	Winneconne
Shell Lake	Viroqua	Wisconsin Dells
Sherwood	Wales	Wisconsin Rapids
Shorewood	Walworth	Wrightstown
Shorewood Hills	Washburn	

Definitions:

- “Counties with Rapidly Increasing Populations” are defined as counties with a 2011-2016 growth rate that exceeded the state average for the same time period (1.4%), based on population data from the Wisconsin Dept. of Administration.
- “Urban/Urbanized Areas” include U.S. Census Bureau “Urban Clusters” (densely developed areas with at least 2,500 people but less than 50,000 people), U.S. Census Bureau “Urbanized Areas” (densely developed areas with 50,000 or more people), and all incorporated cities.
- The 2010 Census information was updated with current population information available from the Dept. of Administration in order to generate the list above.

Data Sources:

- U.S. Census Bureau Reference Library:  
<https://www.census.gov/geo/reference/ua/uafaq.html>.
- U.S. Census Bureau. 2012. Wisconsin: 2010 Population and Housing Unit Counts. pgs. 29, IV-1, IV-2, & IV-3.
- Wisconsin Dept. of Administration, Demographic Services Center. 2017. County Total Time Series Population Estimates (1970-2017).