

NEVADA OUTDOOR RECREATION INFRASTRUCTURE GRANT PROGRAM



2023

GRANT MANUAL



NEVADA
DIVISION OF
OUTDOOR RECREATION

PAGE INTENTIONALLY LEFT BLANK

Table of Contents

Grant Summary Overview	1
Introduction	2
Grant Timelines	3-4
Application and Selection Timelines	3
Post Award	3-4
Ongoing Project Implementation and Reporting.....	4
Policies and Procedures.....	5-6
Eligible Applicants	5
Eligible Programs and Costs.....	5
Examples of Eligible and Ineligible Projects	6
Financial Information.....	7-8
Grant Limits.....	7
Match Requirements.....	7
Reimbursement Requests	7
Audits and Recordkeeping	8
Project Evaluation.....	8-9
Evaluation Basics	8
Technical Advisory Committee	8
Evaluation Criteria	8-9

PAGE INTENTIONALLY LEFT BLANK

Grant Summary Overview

Nevada Outdoor Recreation Infrastructure Grant Program	
Purpose	To support communities and organizations statewide with grants for shovel-ready projects or transformative planning endeavors that advance their efforts to diversify their economies around outdoor recreation assets.
Who may apply?	Federal and State agencies, local governments or subdivisions thereof, tribal governments, special government districts, and nonprofit organizations.
What are the grant limits?	Grant limits up to \$75,000
How much match is required?	10% Cash or In-kind
How is my application evaluated?	Nevada Division of Outdoor Recreation (NDOR) Staff and/or Technical Advisory Committee (TAC) (no fewer than 3 reviewers) review and score the written application.
When are applications due?	May 31, 2023
When are grants awarded?	July 2023

Introduction

Nevada Outdoor Recreation Infrastructure Grant Program

In 2022, the Nevada Department of Tourism and Cultural Affairs was awarded \$13,553,863 through the U.S. Economic Development Administration's (EDA) Travel, Tourism, and Outdoor Recreation program as part of the American Rescue Plan. The EDA program funding invests in marketing, infrastructure, workforce, and other projects to rejuvenate safe leisure, business, and international travel.

Of the total amount bestowed to Nevada, approximately \$600,000 was earmarked for Nevada Division of Outdoor Recreation to administer and disperse for outdoor recreation infrastructure planning or rehabilitation projects. These funds will be deployed through the Nevada Outdoor Recreation Infrastructure (NORI) Grant program.

Allocation of funds will be competitively determined by the NDOR Administrator in July 2023, following the evaluation of proposed projects by NDOR staff and/or the Nevada Outdoor Recreation Infrastructure Technical Advisory Committee (TAC).

Goals

- Aid in filling the gap between chronic underfunding of parks and outdoor recreation agencies/organizations.
- To help Nevada communities advance their efforts to diversify their economies around outdoor recreation assets.
- Rebuild and strengthen Nevada's travel, tourism, and outdoor recreation sectors.
- Provide strong support for outdoor recreation based civic-sector groups and their volunteers.

Priorities

- Projects are geographically dispersed around Nevada.
- Projects align with the strategic objectives of the 2022 Nevada Statewide Comprehensive Outdoor Recreation Plan (SCORP)
- Create and/or revitalize community recreation assets.
- Emphasis placed on areas/projects not eligible for Southern Nevada Public Land Management Act (SNPLMA) funding.
- Importance placed on equity and reducing access barriers.
- Build/Restore recreation amenities that support local economic development.

Grant Timelines

The first NORI grant round (opening of application to grant award) will span approximately five months. NDOR may open a second round, the following year if needed to disperse all funds.

Application Timeline

2 months April 1 – May 31, 2023	Application Open	The application will become available online on the NDOR webpage, be sent to the email contact list, and paper copies can be requested. Incomplete applications and applications received after the deadline will be rejected unless NDOR has approved a late submission in advance.
------------------------------------	------------------	--

Selection Timelines

6 weeks June 1 – July 15, 2023	Written Application Review & Recommendation	NDOR Staff and/or TAC members will review applications to ensure eligibility and submit a ranked list with recommendations to the Administrator for final project selection.
6 weeks July 15 – August 31, 2023	Selected Project approval and Project Agreements	Selected Projects will be notified and asked to confirm acceptance. NDOR Grant Manager will prepare and send out the funding agreement for signature.

Post Award

Applicants must return the signed agreements within thirty (30) days. In the event the applicant does not provide all necessary information to fully execute the project funding agreement within thirty (30) days from receipt of the award notification, NDOR reserves the right to withdraw the grant award.

Once the funding agreements are signed, the applicants, now grantees, may begin their projects, per the terms of the project agreements.

Each funding agreement will be written and monitored for compliance by the Grant Manager.

All funding will be provided through reimbursement only after paid invoices have been submitted.

The final funding is contingent upon inspection of the completed project.

Policies and Procedures

Eligible Applicants

The following are eligible to apply for NORI grants:

- Public Agencies (Federal, State and Local Governments)
- Private Non-profit Organizations
- Tribal Governments
- Community-Based Entities

Eligible Programs

Programs include permanent and public infrastructure projects that engage the community in outdoor recreation including, but not limited to, the following activities:

- Adaptive outdoor recreation of all types
- Fishing
- Water activities
- Snow activities
- Camping
- Rock and Mountain activities
- Wheel sports (paved surface)
- Trail activities (natural surface)
- Nature enjoyment

Examples of Eligible and Ineligible Projects

Examples of Eligible Projects	Examples of Ineligible Projects
Recreational trail facilities: Trail or wayfinding signage, trailhead parking, kiosks, restrooms, etc. Parking lots and bathrooms will score low with the committee unless paired with an additional trail or signage improvements.	Wayfinding signage that is not part of a trail. Road improvements to or from trailheads or campsites.
Campground facilities: Community-Owned or sponsored campground facilities, including yurts or treehouses for camping.	Campgrounds or yurts owned by a for-profit entity.
Cost of staff to implement infrastructure: labor to install trailhead kiosks or hiring consultants for technical support (grant writing, project planning).	Funding administrative overhead: Partial funding of Director’s salary.
Inclusive infrastructure: Projects that provide outdoor recreation opportunities for people of ALL abilities, including those with impairments.	Structures for private businesses such as outdoor service concessions, amusement parks, golf courses, etc.
River or lake recreation amenities: Revitalization of a river for recreational purposes, ramp/launch sites to improve water access areas. Removal of water recreation hazards. Fish cleaning station.	Outdoor swimming pools or water amusement parks. Harbor dredging projects.
Winter recreation: Winter trails may include grooming equipment, but should also include permanent structures such as kiosks, signage or warming huts.	Restroom facilities that are not part of a current recreational infrastructure project or extension of an existing project.
Structures for fishing, night sky gazing, wildlife and bird viewing: ADA-Compatible fishing piers or platforms. Platforms, benches, tables for night sky viewing/photography.	Infrastructure for private camps such as YMCA, BSA, GSA or church camps.
Substantial outdoor climbing structures: Within a community park or other accessible areas.	Indoor recreation amenities (e.g., indoor shooting or archery range, or indoor rock-climbing wall). Athletic fields, tracks, sport courts or standard playgrounds.
Projects that have already completed all necessary environmental and/or cultural assessments.	The cost of environmental and/or cultural assessments.

Financial Information

Grant Limits

Up to \$75,000

Only one (1) application per organization will be accepted for each grant awarding round.

Match Requirements

Matching funds of at least 10% are required for grantees to demonstrate a local commitment, as well as to maximize NORI program funds. Additional points will be awarded for projects that secure at least 10% more in match, for a total of at least 20% match.

Matching funds may be actual cash or in-kind resources contributed to the grant. All costs paid for with matching funds must be for activities that are eligible under the NORI Program. Match dollars expended must be documented within the reimbursement requests and include sufficient backup documentation.

Eligible Match

A grantee's matching share may include one or a combination of the following:

- Cash
- Donations – the value of using cash, equipment use, volunteer or donated labor/in-kind # of hours skilled labor at \$29.95/hr, materials, or services
- Grants – federal, state, local, or private

Not Allowed as Match

- Costs that are double-counted (that is, any cost included in more than one project)
- Anything considered an ineligible cost or activity
- Costs that are not necessary or an integral part of the project scope

The eligibility of federal funds to be used as a match may be governed by federal requirements and thus will vary with individual program policies. Applicants must clearly identify in the grant application all match amounts and sources (secured and unsecured).

Reimbursement Requests

The NORI program distributes grant awards through a reimbursement process. Grantees may request reimbursement only after they have paid their employees and vendors. Sufficient payment documentation will be required to process reimbursement requests. The grant recipient can only be reimbursed for their own expenses and not for the bills paid by a partner with whom the state does not have a contract.

Audits and Recordkeeping

Grant expenditure records must be at least as detailed as the cost categories indicated in the approved budget. The grant recipient should keep records of all receipts, paid bills, and legal agreements with contractors. Actual expenditures are compared with budgeted amounts.

All records relevant to NORI-funded projects must be on file with the grantee and are subject to audit by the state and inspection by NDOR staff. Full and free access must be allowed to project documents including accounts, records, and books of the grantee and must be retained for three (3) years after the completion of the project. The Administrator reserves the right to require that the records be kept for a longer time.

Project Evaluation

Evaluation Basics

Grant applications will be reviewed by NDOR staff to determine eligibility. Evaluation will be based on written application material and no presentations will be necessary. Grants may be reviewed and scored by the Technical Advisory Committee (TAC), but this is not required. Final grant award selection will be determined by the Nevada Division of Outdoor Recreation Administrator.

Technical Advisory Committee

A Technical Advisory Committee (TAC) consisting of up to eight (8) voting members may be appointed by the Nevada Division of Outdoor Recreation Administrator. The TAC's role is to recommend policies and procedures to NDOR's staff and to review, evaluate, and score grant applications. In recruiting members for the TAC, NDOR will seek to appoint people who possess a statewide perspective and are recognized for their experience and knowledge of outdoor recreation in Nevada.

Evaluation Criteria

Scoring criteria will be based point system listed in table below. Applications are broken into sections with scoring values.

The scoring committee will evaluate applications for:

- Community need and economic impact – Improving safety, economic health, job opportunities, enrichment, natural environment, sense of community, health and wellness opportunities, or mobility.
- Recreational value – Offering outdoor settings for improving physical health through activities and exploration; providing natural areas for improving mental health through stress relief, appreciation of nature, and wilderness experiences; and presenting opportunities for personal enrichment and discovery.

- Improved physical and recreational access – Ease of access to parks, community recreation facilities and trails through location or amenities provided.
- Budget and project costs
- Special considerations for areas with clear needs

Scoring Matrix

Scoring Criteria	Max Score	Top Score Criteria
OVERALL SCOPE (TOTAL 20)		
Scope of Work	20	<ul style="list-style-type: none"> ✓ Includes detailed description of project. ✓ Clearly identifies realistic objectives and deliverables. ✓ Describes how project will accomplish NORI goals.
BUDGET (TOTAL 25)		
Overall Budget	15	<ul style="list-style-type: none"> ✓ Provides a specific description of costs and how money will be spent. ✓ Requested funding is detailed and reasonable. ✓ Project will be able to be completed
Minimum Match	5	✓ Match of 10% is secured
Additional Match	5	✓ Additional match of a total of 20% or more secured
PROJECT IMPACT (TOTAL 50)		
Project ineligible for SNPLMA funding	5	<ul style="list-style-type: none"> ✓ All aspects of the intent are clear and well described
Increasing regional collaboration	5	
Reduces physical access barriers	5	
Ability to promote project	5	
Community need	5	
Recreation value	5	
Multi-use project	5	
Job creation/retention	5	
Increased engagement with historically excluded groups or regions	5	
Aligns with SCORP	5	
95 Total Maximum Points		