

**Uniform Notice for Funding Opportunity (NOFO)**  
**Summary Information**  
**08/01/2022**

	<b>Data Field</b>	
1.	Awarding Agency Name:	Illinois Department of Natural Resources
2.	Agency Contact:	Office of Grant Management and Assistance One Natural Resources Way <a href="mailto:dnr.grants@illinois.gov">dnr.grants@illinois.gov</a> (217) 782-7481
3.	Announcement Type:	<input checked="" type="checkbox"/> Initial announcement <input type="checkbox"/> Modification of a previous announcement
4.	Type of Assistance Instrument:	Reimbursement Grant
5.	Funding Opportunity Number:	2023.OSLAD
6.	Funding Opportunity Title:	Open Space Land Acquisition & Development
7.	CSFA Number:	422-11-0970
8.	CSFA Popular Name:	Open Space Land Acquisition & Development
9.	CFDA Number(s):	None
10.	Anticipated Number of Awards:	Unknown
11.	Estimated Total Program Funding:	<b>\$56,000,000 Total (\$47,600,000 [50%]; \$8,400,000 [100%] Distressed Communities)</b>
12.	Award Range	Maximum award amount is \$1,125,000 for acquisition projects, Maximum award amount is \$600,000 for development and/or rehabilitation projects
13.	Source of Funding:	<input type="checkbox"/> Federal or Federal pass-through <input checked="" type="checkbox"/> State <input type="checkbox"/> Private / other funding
14.	Cost Sharing or Matching Requirement:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 50% match requirement; No match required for distressed communities.
15.	Indirect Costs Allowed  Restrictions on Indirect Costs	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, provide the citation governing the restriction:
16.	Posted Date:	August 1, 2022, to September 30, 2022
17.	Closing Date for Applications:	<b>Applications must be submitted by 5:00 p.m. September 30, 2022.</b>
18.	Technical Assistance Session:	Session Offered: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  Session Mandatory: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  Specify date and time <b>N/A</b> Provide link to registration, if applicable <b>N/A</b>

# Agency-Specific Content for the Notice of Funding Opportunity

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## A. Program Description

### Program Background and History

The Illinois "*Open Space Lands Acquisition and Development*" (OSLAD) is offered through the Illinois Department of Natural Resources (IDNR). The OSLAD program is a grant program that provides up to 50% (100% for distressed communities) funding assistance to eligible, local units of government to acquire, develop, and/or rehabilitate public outdoor recreation areas.

The OSLAD program is a state-financed program enacted by Public Act 84-109, the Open Space Lands Acquisition and Development Act (525 ILCS 35/1 et. seq.). The program was initially financed with "Build Illinois" bond money subject to an annual appropriation by the Illinois General Assembly. In 1989, Senate Bill 1463 was enacted (PA 86-925), which earmarked a portion of the State's Real Estate Transfer Tax as a dedicated funding source for the OSLAD program. The program became fully funded in FY'95 and provides millions annually for local park and open space initiatives.

### Projects that are *eligible* for funding include:

#### Acquisition Projects

- Areas providing frontage on public surface waters or land for creating public water impoundments to promote water-based recreation opportunities.
- Areas of outstanding natural quality where the objective is to preserve the scenic or natural values, including areas of physical or biological importance such as pristine natural areas, sites protecting threatened or endangered species, flood plains, wetlands, geological features, wildlife habitats, or scenic waters, etc.
- Areas for general purpose, public outdoor recreation use such as neighborhood and community park areas, play fields and competitive, non-professional sports facilities, as well as public parklands for passive recreation uses.
- Additions to existing parks, wildlife areas, nature preserves, beaches, and greenways or parkways for public outdoor recreation purposes.
- Linear greenway corridors and abandoned rights-of-way for outdoor recreation purposes.

#### Development Projects

- Playgrounds, walking/hiking/jogging trails (excluding bike and snowmobile trails), soccer fields, baseball fields, softball fields, lacrosse fields, football fields, volleyball courts, basketball courts, tennis courts, roller hockey courts, bocce ball courts, horseshoe courts, pickleball courts, baggo, amphitheaters, bandshells, open air shelters (**minimum 16'**), disc golf courses, fitness stations, archery ranges, and related facilities.
- Nature observation and sightseeing facilities, such as overlooks, turnouts, and trails.
- Camping facilities, including tent and trailer sites, tables, fireplaces, and utility outlets for campers. Group camps open to organized and non-organized groups on a "first come, first served" basis that are considered open to the general public are also eligible for assistance. Note: Group camps designated for specific groups or for which specific groups are given priority in use are not considered to be open to the general public and are not eligible for assistance.
- Basic outdoor water sports facilities for swimming and boating including beaches, swimming areas, outdoor swimming pools, splash pads, children's wading pools, spray pools, bath houses, and small boat launching ramps and docks. Note: Applications for pool amenities (slides, toys, etc.) only are not eligible.
- Fishing and hunting facilities, such as fishing piers and outdoor shooting ranges.
- Winter sports facilities, such as cross-country ski trails, permanent outdoor ice-skating facilities and ice hockey areas, and open-air warming shelters.

- Support facilities for public park areas including interior roadways and parking areas, fencing, utility and sanitation systems, restroom buildings, lighting, dams, erosion control and maintenance structures. Site beautification/landscaping is also eligible but may not exceed 20% of total project construction costs. However, projects may not consist solely of site preparation and/or infrastructure/support facilities.
- As a rule, roads constructed within the boundaries of parks are eligible for OSLAD assistance provided the primary purpose is to serve park use. Roads outside the park boundaries may be eligible only when they meet the following test:
  - a) They serve only as access roads to the park area and are not part of a State, county or local road system extending beyond or through the park. Any service to private parties must clearly be incidental to the primary use of the access road for park visitor use.
  - b) The access (road) corridor must be owned or adequately controlled by the agency sponsoring or owning the park area.
- Renovation or the redevelopment of an existing outdoor recreation facility. When a facility or area has deteriorated to the point where its usefulness is impaired (although not because of inadequate maintenance) or has become outmoded, renovation to bring the facilities up to standards of quality and attractiveness suitable for public use or redevelopment to a more useful form may be undertaken.
- Outdoor exhibit, native plantings, and interpretive facilities (both indoor and outdoor) that enhance or provide observation and interpretive opportunities of pristine, natural resources located on the project site. Conservatories are not considered interpretive centers as defined herein unless they are designed and programmed to primarily interpret the natural resources of the specific site where located.
- Construction of a Safety Town. Maximum grant assistance is \$50,000.
- Development of dog park areas. Maximum grant assistance is \$25,000.

#### Combination Projects and Project Land Donations

A local agency may receive up to 50% (100% for distressed communities) grant assistance on the approved Market Value of land anticipated for donation to the agency and use the value of that donation as all or part of the required local match on an approved OSLAD project provided the land donation meets the eligibility requirements specified herein. Land donations can be combined with either an acquisition or development project.

Combination projects involving both the acquisition and development of land for public outdoor recreation under a single project scope **WILL BE ACCEPTED ONLY WHEN AN ELIGIBLE LAND DONATION** constitutes the project acquisition. (The proposed land donation does not have to be the site being developed nor does it have to be located at the proposed development site.)

In order for the value of a proposed land donation to be eligible as part or all of the local project match, it must meet the following criteria: 1) the donation cannot be mandatory as required by local ordinance or part of a pre-existing legal agreement, 2) the land being donated will be used and maintained for public outdoor recreation purposes for the assigned number of years per the grant agreement, 3) the donation cannot be from another public agency or involve land that was in public ownership within five (5) years prior to the OSLAD application submittal and, 4) title to the property being donated cannot be transferred to the project sponsor (applicant) prior to IDNR grant approval.

If a planned project involves a proposed land donation, please contact the IDNR grant staff prior to application submittal to discuss the proposal.

#### **Projects that are *in-eligible* for funding include:**

In general, OSLAD assistance is not available for: 1) acquisition and development of land that will function for academic, historic, economic, entertainment or other non-outdoor recreational purposes OR, 2) acquisition of land from another public agency (excluding school districts) for park purposes OR, 3) applicants with undeveloped project sites (previously acquired with IDNR grant assistance) that are five years or older. See below for further details.

### Ineligible Acquisition Projects

- Acquisition of land from another public agency (excluding school districts) for public park and outdoor recreation/open space purposes.
- Acquisition of land where negotiations and/or legal action, including eminent domain, have been initiated by the project sponsor to acquire the property without IDNR approval or in violation of the federal *Uniform Relocation Assistance & Real Property Acquisition Policies Act of 1970* (49 CFR 24), or the State *Displaced Persons Relocation Act* (310 ILCS 40 et. seq.), as applicable.
- Acquisition of historic sites and structures (exceptions may be made only when it is clearly demonstrated that the acquisition is primarily for outdoor recreation purposes and that the historic aspects are secondary to the primary recreation purposes).
- Acquisition of museums and conservatories or sites to be used primarily for museums, conservatories, or archeological excavations.
- Acquisition of land to help meet a public school's minimum site size requirement as established by State or local regulations.
- Acquisition of areas and facilities designed to be used primarily for semi-professional and/or professional arts and/or athletics.
- Acquisition of areas and facilities to be used solely for game refuges; fish, animal or plant production purposes and displays; or zoos.
- Acquisition of areas to be used mainly for the construction of indoor facilities. (Also prohibited are areas where existing indoor recreation facilities, if left in place, will not leave sufficient area at the site for the development of outdoor recreation facilities to justify the cost of the acquisition.)
- Acquisition of sites containing luxury lodges, motels, cabins, and similar elaborate facilities which are to be operated by the local agency or a concessionaire to serve the public with food and sleeping quarters.
- Acquisition of agricultural land where the primary purpose is to preserve the agricultural activity (e.g., demonstration farms).
- Acquisition of land where the primary purpose is for storm water retention, wastewater treatment, etc.
- Acquisition of land where the purpose is for a future golf course. (Please note: acquisition of property that contains an existing golf course is eligible.)

### Ineligible Development Projects

- Restoration or preservation of historic structures. However, development of outdoor recreation facilities and their support facilities in conjunction with historical structures or sites may be eligible for OSLAD assistance. (Such facilities must be in accordance with the National Historic Preservation Act of 1966, if the development is adjacent to or on a site listed on the National Register of Historic Places.)
- Development of areas and facilities to be used primarily for semi-professional or professional arts and athletics, such as outdoor theaters, stadiums, rodeo arenas, or similar facilities.
- Development of outdoor recreation specialty facilities such as theme parks, fee-based golf courses (regulation and miniature) and driving ranges, amusement facilities (such as carnival rides and children's railroad), "pioneer towns," livestock and produce exhibit facilities, convention facilities, commemorative exhibits/memorials; or the construction of facilities that are judged only marginally related to outdoor recreation.
- Construction of, and furnishings for, employee residences.
- Construction or renovation of park lodges and non-austere camp buildings/cabins. However, cabins and group camp dormitories of a simple, austere design may qualify for OSLAD assistance. If the group camp facilities are to be designated for specific groups or if specific groups will be given priority, the facilities are not eligible for grant assistance and may not be constructed on lands acquired with OSLAD assistance.
- Support facilities, such as roads and sewer systems, exclusively to serve ineligible facilities. However, if the support facilities will serve both eligible and ineligible facilities, OSLAD assistance

may be provided for that portion of the support facility, on a proportional basis, that will serve the eligible facilities.

- Projects consisting solely of infrastructure costs or dredging or a support facility.
- Development of conservatories and nature or geological interpretive facilities that go beyond interpreting the project site and its immediate surrounding area.
- The development of athletic facilities designed for interscholastic use, such as stadiums, running tracks, and athletic fields with more grandstands or bleacher seating than would normally be required for non-interscholastic athletic use.
- Indoor recreation facilities or recreation facility enclosures (e.g., enclosures for swimming pools, tennis courts, ice skating/hockey rinks, etc.)
- The development of outdoor recreation facilities and support facilities to be used exclusively by disabled persons.
- Facilities at a zoo for the purpose of housing, caging, displaying, or caring for animals. However, facilities that clearly contribute to the outdoor recreation use of the zoo area, such as interpretive facilities, landscaping, picnic facilities, and walks, may be eligible for OSLAD assistance.
- Bike path and snowmobile trail *development projects* and related amenities that are eligible for funding consideration under the Illinois “Bike Path” and “Snowmobile” grant programs administered by IDNR.
- Proposed development projects on property where the local project sponsor does not have adequate “control and tenure” of the property for the intended project use by the OSLAD application deadline date (i.e., July 1) are not eligible for funding consideration unless an exception has been granted otherwise by the IDNR **prior to** the application submittal.
- The development of sled and toboggan hills, unless the project construction and costs are significant (more than the moving of dirt to create a hill). Contact staff for prior approval.

### **Performance Measures**

The purpose of the Open Space Land Acquisition and Development Grant Program is to assist authorized units of local government acquire land, and/or develop/rehabilitate projects for public outdoor recreation purposes.

The project, once approved, will be evaluated according to the application’s comprehensive scope of work - which is to include all forms, narratives, development information, and maps included with the application, and as described in the Open Space Land Acquisition and Development Grant Program Manual.

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## **B. Funding Information**

### **Funding Source**

The OSLAD program is a state-financed program enacted by Public Act 84-109, the Open Space Lands Acquisition and Development Act (525 ILCS 35/1 et. seq.). The program was initially financed with "Build Illinois" bond money subject to an annual appropriation by the Illinois General Assembly. In 1989, Senate Bill 1463 was enacted (PA 86-925), which earmarked a portion of the State's Real Estate Transfer Tax as a dedicated funding source for the OSLAD program. The program became fully funded in FY'95 and provides millions annually for local park and open space initiatives. The amount of money available varies on a yearly basis due to the fluctuation in the real estate market.

### **Available Funding**

The Illinois "*Open Space Lands Acquisition and Development*" (OSLAD) program provides up to 50% (100% for distressed communities) funding assistance to eligible units of local government for approved land acquisition, development and/or rehabilitation projects for public outdoor recreation purposes. Actual grant

payment for development projects is provided through one advance payment and subsequent reimbursements. Acquisitions only receive payment through a final reimbursement.

Distribution of funds to eligible units of local government will be on a statewide competitive basis, as determined by need, type of project, project costs, and the capability of the project sponsor (applicant) to fund, operate, and maintain the project. Additional considerations are included in the Project Selection Process.

Except for jurisdictions having populations exceeding 2.0 million residents, maximum OSLAD grant awards to any one project in a given grant period is currently limited to \$1,125,000 for approved land acquisition projects and \$600,000 for approved development (construction) projects. Counties serving a population exceeding 2.0 million residents shall be eligible for up to \$1,725,000 in OSLAD funding for approved outdoor recreation acquisition, development and/or rehabilitation projects. Municipalities with a population exceeding 2.0 million residents are eligible for up to \$3,450,000 million in OSLAD funding for approved projects. HOWEVER, no more than 10% of the annual OSLAD appropriation can be allocated to any one project.

### **Allowable Costs**

#### Basic Concept

An advance payment of a minimum of 50% of any grant made to a unit of local government under the Act must be paid to the unit of local government at the time IDNR awards the grant. A unit of local government may opt out of the advanced payment option at the time of the award of the grant. The remainder of the grant shall be distributed to the local government quarterly on a reimbursement basis. The IDNR shall consider an applicant's request for an extension to a grant under the Act if (i) the advanced payment is expended or legally obligated within the 2 years required by Section 5 of the Illinois Grant Funds Recovery Act or (ii) no advanced payment was made. If (i) and/or (ii) are not met, the grant will be for 2 years with no option for extension.

#### Development, Rehabilitation, and Maintenance

Upon receipt of a signed project agreement provided by the Illinois Department of Natural Resources, development costs are eligible for reimbursement and are incurred at the start of actual physical work on the project site and continue through the period the work is being done. Costs must be incurred within the project period (grant agreement execution date through expiration date) to be eligible for reimbursement. Initial master plan costs are not eligible, but applicable construction (initial drawings) may be eligible.

#### Acquisition

Acquisition costs are eligible for reimbursement **if incurred during the grant agreement period** and are considered incurred on the date when the earliest of any of the following take's place:

- Participant accepts deed, lease (the lease must be for the minimum of 25 years and be non-revocable) or other conveyance
- Participant makes full payment for the property
- Participant makes first payments in a series of payments

All eligible acquisitions should be done under an approved grant agreement. The acquisition must be completed using state compliance guidelines.

#### Donations & In-House Labor

IDNR encourages the donation of land, cash, materials, and labor contributions by non-government, private parties. value of labor contributions by non-government, private party entities may not be used as any of the project sponsor's share of project costs. Equipment is not allowable as a donation expenditure.

The value of donated real property shall be established by two independent appraisers. The IDNR will review the narrative analytical appraisal and, if disputes arise as to certified market value, the property will be re-appraised by another appraiser chosen by IDNR. Project sponsors will pay for the appraisals, which are eligible for reimbursement. Appraisers will be selected by the local sponsor. If the appraisal is acceptable, the certified market value of a donated parcel can be used as all or part of the matching share. Land transfers from one public agency to another are not eligible.

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## C. Eligibility Information

### Eligible Applicants

Any of the following local government agencies are eligible for OSLAD assistance:

- Municipalities, Townships and Counties
- Park Districts
- Conservation Districts
- Forest Preserve Districts

Other local government agencies not listed above but having statutory authority to acquire and develop lands for public park and outdoor recreation purposes may also be eligible for OSLAD consideration. Contact the IDNR grant staff to verify an agency's eligibility status if unsure

\*Please note: Universities and other schools are NOT eligible for assistance.

An entity may apply for a grant but will not be eligible for a grant award unless the entity has pre-qualified through the Grant Accountability and Transparency Act (GATA) Grantee Portal, <http://www.grants.illinois.gov/portal/> by the close of the application period. During pre-qualification, Dun and Bradstreet verifications are performed including a check of Debarred and Suspended status and good standing with the Secretary of State. The pre-qualification process also includes a financial and administrative risk assessment utilizing an Internal Controls Questionnaire. If applicable, the entity will be notified that it is ineligible for award as a result of the pre-qualification process. The entity will be informed of corrective action needed to become eligible for a grant award.

### Cost Sharing or Matching

OSLAD will reimburse up to 50% (100% for distressed communities) of total approved project costs. The remaining 50% of the costs will be borne by the project sponsor. OSLAD is a 50% advance payment program with the remaining 50% of the grant issued as a reimbursement. This means that a project sponsor must have sufficient cash, donations, or eligible in-kind services to pay for work, and then be paid back the grant percentage after approval of a reimbursement request.

### Indirect Cost Rate

To charge indirect costs to a grant, the applicant organization must have an annually negotiated indirect cost rate agreement (NICRA). There are three types of NICRAs:

- a) Federally Negotiated Rate.

Organizations that receive direct federal funding may have an indirect cost rate that was negotiated with the Federal Cognizant Agency. Illinois will accept the federally negotiated rate. The organization must provide a copy of the federal NICRA.

- b) State Negotiated Rate.

The organization must negotiate an indirect cost rate with the State of Illinois if they do not have Federally Negotiated Rate or elect to use the De Minimis Rate. The indirect cost rate proposal must be submitted to the State of Illinois within 90 days of the notice of award.

- c) De Minimis Rate.

An organization that has never received a Federally Negotiated Rate may elect a de minimis rate

of 10% of Modified Total Direct Costs (MTDC). Once established, the de minimis rate may be used indefinitely. The State of Illinois must verify the calculation of the MTDC annually to accept the de minimis rate.

### **Other**

One of the goals of the OSLAD program is to provide and improve recreational access opportunities for people with disabilities. As such, all facilities assisted with OSLAD monies must conform to standards outlined by the Americans with Disabilities Act of 1990.

[https://www.ada.gov/2010ADASTandards\\_index.htm](https://www.ada.gov/2010ADASTandards_index.htm).

The local agency must possess adequate “control and tenure” over the project site (fee simple title or other property interest such as a lease or easement) to ensure compliance with the outdoor recreation use requirements of the OSLAD program for a period commensurate with the OSLAD program amortization schedule, unless approved otherwise by the IDNR. The IDNR will consider, on a case-by-case basis, lease arrangements for shorter periods when Illinois statute prohibits a unit of government from entering into a lease, etc. for such a length of time, OR other circumstances beyond the control of the project sponsor prohibit such arrangements.

If the project sponsor is a local government, no official or employee of the local government who is authorized in his/her official capacity to negotiate, make, accept, approve, or take part in decisions regarding a contract or subcontract in connection with an approved OSLAD grant project shall have any financial or other personal interest in that contract or subcontract.

No person performing services for a local government in connection with an approved OSLAD grant projects shall have a financial or other personal interest other than his/her employment or retention by the local government in any contract or subcontract in connection with said OSLAD grant project.

No officer or employee of a person retained by the local government shall have any financial or other personal interest in any real property acquired under an approved OSLAD grant project unless that interest is openly disclosed on the public records of the local government and that officer, employee or person has not participated in the acquisition for, or on behalf of, the local government.

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## **D. Application and Submission Information**

### **Application Format**

The Application and Budget must be completed in their entirety within the Amplifund Grant Management System (GMS). All project descriptions, proposals, pictures, charts, tables and maps must be uploaded into GMS on separate sheets. These forms are designed to allow the IDNR and the review committee to obtain sufficient information to properly evaluate the proposed project.

### **All applications must be submitted to the Amplifund Grant Management System (GMS):**

<https://il.amplifund.com/Public/Opportunities/Details/f4ad7a1a-82dc-491c-b448-6ffdbfe304e6>

No other form of submission will be allowed or eligible.

### **Documents to be Submitted within the AmpliFund Grant Management System (GMS)**

The Open Space Land Acquisition and Development Grant Program Information Manual can be found at: <https://www.dnr.illinois.gov/AEG/Pages/OpenSpaceLandsAcquisitionDevelopment-Grant.aspx>.

This manual provides more in-depth information, FAQ's, and additional forms needed to complete this application. The following forms **must** be completed in GMS:

- Uniform Application for State Grant Assistance
- Uniform Budget Template



- OS/DOC-1 - General Project Information
- OS/DOC-2 - Acquisition Data (acquisition projects only)
- OS/DOC-2A - Acquisition Certification (if needed)
- OS/DOC-3 - Resolution of Authorization
- OS/DOC-4 - Development Data
- OS/DOC-5 - Preliminary Relocation Estimate Form
- Attachment A-1 – Narrative Statement
- Attachment A-1a - Swimming Pool Supplement
- Attachment A-2 - Site Location Map
- Attachment A-3 - Site Development Plan
- Attachment A-3a - Preliminary Floor Plans & Elevation Drawings (Development Only)
- Attachment A-3b - Playground Drawings
- Attachment A-4 – Site Premise Plat Map
- Attachment A-5 - Environmental Assessment Statement & CERP
- Attachment A-6 – Commitment for Title Insurance, Deed or Lease Agreement
- Attachment A-7 – Copy of FEMA Flood map for Project Area
- Attachment A-8 – Local Master Plan Excerpts (Evidence of Public Input)
- Attachment A-9 – Appraiser Qualifications (Acquisition Projects Only)
- Attachment A-10 – Application Checklist

### **Applicant Pre-Qualification**

- An applicant’s organization will be subject to the following:
- Verification of Duns and Bradstreet number
- Check status if on the Illinois Debarred and Suspended List
- Check Good Standing status with the Illinois Secretary of State

Based on any of the above checks, the applicant will be notified if they are ineligible for grant award. And they will be informed if corrective action is needed to become eligible for award.

### **Intent to Award**

Following a decision of intent to award, IDNR is required to conduct a financial and administrative risk assessment of the applicant. Additional information may be required at that time from the successful applicant. For the applicant to remain eligible for the award they must provide the requested information within 15 days after notification of intent to award.

## **E. Application Review Information**

### **Evaluation/Scoring Criteria**

The following criteria will be used by the Department for evaluating and ranking grant applications. Each criterion indicates the weighting that will be given to that criterion.

1. Statewide Outdoor Recreation Priorities and Project Need - 60%
  - a) 35% is based on the extent to which the project addresses the following major outdoor recreation/conservation priorities identified in the state plan.
    - i. Protection or enhancement of a State or locally significant natural area, or threatened/endangered species habitat, or an area identified in a Wildlife Action Plan;
    - ii. Protection or enhancement of significant wildlife habitat.
    - iii. Protection or enhancement of natural wetland areas.
    - iv. Promoting conservation education opportunities.
    - v. Promoting recreational use of Illinois' surface waters.

- vi. Protection or recreational use of linear greenways (excluding bike & snowmobile trail construction).
  - vii. Interagency cooperation in providing and/or effectively utilizing local recreation resources.
  - viii. Enhancing recreational opportunities for minority and less affluent populations.
  - ix. Promoting adaptive reuse of properties for open space and park purposes.
  - x. Use of resource conservation elements and/or native landscaping.
- b) 25% is based on a local "needs assessment" or comparison of, 1) the existing supply of recreational facilities per capita for the proposed project component(s) to a statewide median as calculated by the IDNR in its statewide planning process, and 2) the existing supply of local open space/parkland acreage, measured in acres/1000 population for particular park types (e.g., neighborhood, community parks, etc.), to the statewide median, and 3) the availability of similar park facilities within the proposed project site's service area.\* If multiple entities overlap or share the same boundaries within a community, all existing facilities are considered.
- i. The current statewide average for the supply of local open space and parkland acreage according to the Illinois Recreation Facilities Inventory (IRFI) is approximately 11.35 ac/1000 population for overall community parkland acreage and approximately 52.69 ac/1000 population for regional parkland acreage. The DNR uses a criterion that approximately 20% of local parkland/open space acreage should be allocated to neighborhood or mini-park facilities serving an area up to ½ mile radius and approximately 80% allocated to community parks serving a community-wide area or up to 2-mile radius in high density urban areas.
  - ii. A local/regional acreage standard or goal lower than the above indicated statewide median figures may be accepted by the IDNR for a given locality if the variant standard is supported by that agency's comprehensive recreation plan. Verification of a different local/regional acreage standard or goal should be submitted to the IDNR as part of the OSLAD application.
  - iii. Priorities for OSLAD acquisition assistance will be given to local agencies with less acreage than the statewide median for the particular type of park and recreation facilities being proposed in the application.
  - iv. Priorities for OSLAD development assistance is given to local agencies having a park system (supply) that meets or exceeds the current statewide median based on acres/1000 population, parkland diversity and distribution, and where a deficiency of the proposed recreation facilities exists.

Consideration is given to projects that provide the first and only park site in the service area, if the site is the first passive or active site in the service area or if the project provides a brand-new recreational element to the service area.

## 2. Local Planning - 10%

Consideration is given to projects identified in or consistent with adopted local plans AND where direct public participation in the planning process and/or project proposal is clearly evident. Current plans (less than 5 years old) and grass-roots public participation in the planning process are highest priority. To be fully considered as an acceptable planning document, basic elements such as an overall needs assessment, current facilities inventory, and direct constituent input should be included.

Please refer to IDNR's Community Park and Recreation Planning guide for detailed information on planning. It is recommended that a series of public meetings be held for the proposed project. Any additional sources of public input (referendums, surveys, open houses, fundraisers, etc.) are also strongly encouraged.

Projects not identified in local plans that represent unique or unforeseen opportunities are given partial credit IF the proposal is generally consistent with local recreation/open space objectives and strong public support is evident.

(NOTE: The level of public involvement and support for a project is a critical factor considered under this evaluation category.)

**3. Site Characteristics and Development Plan - 25%**

Projects are evaluated primarily in terms of the project site's suitability for the proposed recreation uses including considerations of, 1) physical characteristics such as terrain, drainage, adjacent land uses, soil conditions, vegetation, etc., 2) site accessibility factors including safe pedestrian, bicycle and vehicular access, and sufficient parking, and 3) overall site plan considering such factors as creativity, sensitivity to environmental factors, diversity of recreation opportunity, and neatness.

Projects are considered diverse if there is more than one recreational element proposed. The more diverse projects tend to score higher, especially if the recreational elements are of high need based upon criteria stated in A2. All components that formulate a single recreational element are considered one element. For example, site grading, seeding, fencing, dugouts, scoreboard and bleachers are all counted as one element and that is baseball. All components of a play area such as swing sets, climbing walls, jungle gym bars, modular play units, etc. are all counted as one element and that is a playground.

The site development plan submitted should be accurate, neat and show good design. Infrastructure costs are considered and if these costs are higher than 40% of the total project costs, points will be deducted.

**4. Project Special Considerations - 5%**

The following are also considered in the evaluation of projects:

- a) Projects involving voluntary, third-party donations of land or cash ( $\geq 50\%$  of local share) as part of the project scope.
- b) Projects providing initial access to, and development of, an undeveloped park site.
- c) Projects that are part of the overall economic development of an area.
- d) Previous amount of OSLAD assistance awarded to the local agency (fair share factor).
- e) Projects being undertaken by newly established recreation agencies or incorporated municipalities (5 years old or less).
- f) Projects improving or increasing necessary recreation opportunities in high density urban areas.

**5. Project Penalty Considerations**

A local agency may be penalized during project evaluation *for failure to contact and discuss the proposed project application with IDNR grant staff prior to application submittal, as requested*, AND for poor performance in, 1) the execution of previous OSLAD projects, and/or 2) responding to IDNR requests for necessary application information, and/or 3) ability to maintain existing recreation/public facilities, and/or 4) providing required post-completion compliance certification information regarding prior grant projects.

Applications for funding assistance will not be considered by the Department if, 1) an unresolved program violation exists relative to a previous grant project, and/or 2) the local applicant has failed to provide local recreation facilities information as requested by the Department for the Illinois Recreation Facilities Inventory (IRFI).

**Review and Selection Process**

All applications received on time and containing the information required by the application packet will be reviewed by a review team. All complete, eligible, and timely applications will be reviewed, evaluated/scored, ranked, and a recommendation made to the IDNR Director, who makes the final decision on awards.

**Notification of Award**

The Director of the Department of Natural Resources, with OGMA staff, reviews and prioritizes project applications according to the established program rating criteria. The Director makes final decisions concerning OSLAD grant awards. Once a decision has been reached, awarded projects will be announced.

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## **F. Award Administration Information**

### **State Award Notice**

Once a final decision has been made, the successful applicants will be notified by email and/or letter of any final requirements before the state grant can be awarded to them. Once all the final requirements have been completed, the Grant Agreement between IDNR and the applicant will be sent for the applicant to sign and return. Once the agreement is fully executed by the IDNR a copy will be returned to the applicant.

### **Administrative and National Policy Requirements**

The **Grant Accountability and Transparency Act (GATA)**, 30 ILCS 708/1 *et seq.* is the Administrative Code that this grant will be governed under.

### **Reporting**

Financial reporting will include all funds, including matching funds, spent in the undertaking of the project and interest earned on advanced payment. Various types of reporting are required for grant agreements awarded under this grant, including the Periodic Financial Report and the Periodic Progress Report.

### **Performance Progress Reporting:**

The grantee shall be required to provide quarterly reporting of its activities under this project. The IDNR may withhold or suspend payment if the grantee fails to submit the required reports. The following reports are required under this Agreement and the forms are provided in the Implementation and Billing Packet that will be received upon award:

- Periodic Financial Report (PFR)
- Periodic Progress Report (PPR)

These Quarterly Report are Due By: April 1; July 1; October 1; January 1

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## **G. State Awarding Agency Contact(s)**

To contact the IDNR with questions related to this grant, please use the following means:

By e-mail: [DNR.grants@illinois.gov](mailto:DNR.grants@illinois.gov)  
By phone: (217) 782-7481

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## **H. Other Information, if applicable**

More information can be found at the IDNR's website:

<https://www2.illinois.gov/dnr/grants/Pages/OpenSpaceLandsAquisitionDevelopment-Grant.aspx>

The State of Illinois is not obligated to make any award of the Open Space Land Acquisition and Development Grant Program because of this Notice of Funding Opportunity. The Director of the Illinois Department of Natural Resources makes the determination of what grants will be awarded after considering the recommendations. Grant applicants are not authorized to proceed on their projects, no costs shall be incurred, until the Director has signed the Grant Agreement and IDNR has provided the applicant with a copy of the executed Grant Agreement.