To join the webinar audio via phone:
DIAL: 1-631-992-3221
PIN: 383-674-996
FY2023-2024
Florida Recreation Development Assistance Program (FRDAP)
Application Cycle Webinar
Agenda

• Preparing the Application Form
• Project Evaluation Criteria
• Application Supporting Documentation
• Wrap Up
Application Submission Cycle Dates

• Submission cycle: August 1-31, 2022

• Applications can now be submitted through the Department’s Grantee Portal (Portal) at https://fdep.force.com/grants/s/.

  • The Portal until will not go “live” until August 1st

• The Portal will not accept any applications submitted after 5:00 p.m. on August 31, 2022.

• Incomplete applications will not be considered.
The Florida Department of Environmental Protection (DEP), pursuant to Section 375.075, F.S., is authorized to establish the Florida Recreation Development Assistance Program (FRDAP) to provide grants to qualified local governmental entities to acquire or develop land for public outdoor recreation purposes.
Rule Chapter 62D-5

FRDAP Administrative Rule
Eligible Applicants

- Counties
- Municipalities
- An independent special district of the State of Florida with legal responsibility for providing outdoor recreational sites and facilities for use and benefit of the general public.
No Deficiencies

• Chapter 62D-5, Florida Administrative Code does not provide for a deficiency period.

• Each eligible application shall be evaluated on the basis of the information provided in accordance with the program rule.
Ineligible Projects

- Application scored below minimum points (minimum point score 53)
- No Site Control of the project boundary
- Board of Trustees State Owned Leased Property
- Project Site is not a Viable Recreation Area
- Support facilities more than 50% of the total project cost
- A project site would not be considered practical if it has documented and unresolved environmental violations
- Duplicate Projects or Overlapping Projects
- Active Projects: A grantee with two incomplete FRDAP projects by the closing date of an application submission period shall only be eligible to submit one additional application
Application & Evaluation Process

Application and Supporting Documentation Review

Submit to Department’s Budget office

Priority list submitted for approval

Tie breaker and Establish Ranking and Priority List

Legislative Budget Allocation Notification After July 1
The Florida Recreation Development Assistance Program (FRDAP) is a competitive program which provides grants, subject to legislative appropriation, to local governmental entities for acquisition and development of land for public outdoor recreation use or to construct recreational trails. Section 375.075, Florida Statutes and Rule Chapter 62D-5, Florida Administrative Code govern the FRDAP program.

Below is guidance for each section of our site. You must [login](https://fdep.force.com/grants/s/frdap-home) to view the pages described below.

Create/Edit Application

On this page, you can start, edit and submit an application. **Please note, this page is only available during our application cycle. For more information regarding application requirements and this year’s cycle, please visit our [Grant Requirements](https://fdep.force.com/grants/s/frdap-home) page.**

To Start an Application: If you are starting a new application, click “Create/Edit Application” at the top of the screen to answer eligibility questions.

To Edit/Submit an Existing Application: If you are editing an existing application, click “Create/Edit Application” tab at the top of the screen. Then, click the Edit Existing Application section at the bottom of the page. You will see your existing draft applications. Select the application you would like to edit. From there you will be able to pick up where you left off with the existing application.

View FRDAP Existing Applications: Using this page, you may view your existing FRDAP applications, before and after submission.

Post Application Document Upload: If you are the grant manager for an approved grant project, use this page to upload agreement documentation. You will only be able to select from projects where you are listed as the grant manager in our system. For questions, please contact our team.

The Florida Department of Environmental Protection recommends using Chrome while using this Portal.

Select the FRDAP Application Tab below the search bar above to start a new FRDAP application.
WELCOME TO FDEP GRANTS

The Florida Department of Environmental Protection (FDEP) is the state's lead agency for environmental management and stewardship, protecting our air, water and land.

This site allows you to review information for grant programs and submit applications for competitive grants. You can apply for the following grants using this system:

- Florida Recreation Development Assistance Program (FRDAP)

In order to apply for a grant, view application status or submit documentation you must be a registered user. Click the link below to register.

Register as a FDEP Grants User

FDEP has a number of grant programs to assist in protecting our natural resources.

For information on other grant programs offered by the agency, please visit https://floridaparks.gov/

Florida Department of Environmental Protection
3900 Commonwealth Blvd.,
Tallahassee, Florida 32399-3000
Phone: 850-245-2118
WELCOME TO FDEP GRANTS

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DEP Grant Registration

You have successfully registered to this Florida Department of Environmental Protection Grants Community.

You will be receiving an Welcoming Email to get started with the Community.

Thank you.
DEP Grant Registration

Your registration was not completed successfully. The FRDAP technical team has been informed.

Already have an account?
WELCOME TO FDEP GRANTS

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Register as a FDEP Grants User

FDEP has a number of grant programs to assist in protecting our natural resources.

For information on other grant programs offered by the agency, please visit https://floridadep.gov/
3. Enter your username
4. Enter your password
5. Click "Log in"

Forgot your password? Need to register?

Are you an employee? Login here
The Florida Department of Environmental Protection (FDEP) is the state's lead agency for environmental management and stewardship, protecting our air, water, and land. This site allows you to review information for grant programs and submit applications for competitive grants. You can apply for the following grants using this system:

- Florida Recreational Development Assistance Program (FRDAP)

In order to apply for a grant, view application status or submit documentation you must be a registered user. Click the link below to register.

Register as a FDEP Grants User

FDEP has a number of grant programs to assist in protecting our natural resources. For information on other grant programs offered by the agency, please visit [https://floriddep.gov/](https://floriddep.gov/)

Quick Links
- The Department of Environmental Protection (DEP)
- Register for FDEP Grants
- Login to FDEP Grants
- FDEP Grant Home
The fields denoted with red asterisk (*) must be completed in order to create new application.

The Florida Recreation Development Assistance Program (FRDAP) Grant Application

Create a New Grant Application

Are you a local government with the legal responsibility to provide outdoor recreation to the public?  
- None -

Will the project be developed on school board property?  
- None -

Is this project for one of the following: (1) acquisition of land for public outdoor recreational purposes; (2) development or renovation of land for public outdoor recreational purposes; or (3) construction or renovation of a public recreational trail? 
- None -

Do you own the land in fee-simple-title to be developed or will have a minimum 25-year lease from the project completion date?  
- None -

Does this project include any duplicative elements or facilities submitted for funding under the Land and Water Conservation Fund Program and/or Recreational Trails Program?  
- None -

Do you currently have more than 2 active FRDAP projects?  
- None -

Existing Draft Applications

Determine Eligibility
The fields denoted with red asterisk (*) must be completed in order to create a new application.

**The Florida Recreation Development Assistance Program (FRDAP) Grant Application**

1. **Applicant Information**
   - Applicant Account
   - Applicant Population
   - Applicant Current Operating Budget
   - Applicant Contact
   - Applicant Contact Title

2. **I hereby certify that the information provided in this application is true and accurate. I further certify that I possess the authority to apply for this grant on behalf of the applicant.**

3. **Certification**

4. **If applicable, attach letter of delegation authorizing you to submit this application on behalf of the applicant.**

5. **Project Information**
   - Name of Project
   - Project Type
   - Site Control
   - Date Site Control Expires

Development projects must be under site control (owned by deed, or leased or dedicated for a minimum of 30 years from the date of application) by the close of the submission period. School board property is ineligible either by lease or ownership. Include a copy of the site control documents (e.g., deed, lease, etc.). If providing a Quit Claim Deed, please attach a copy of a 30-year title search or title opinion (Label as Exhibit "N").

**Project Location**
## Applicant Account

<table>
<thead>
<tr>
<th>ACCOUNT NAME</th>
<th>PHONE</th>
<th>ACCOUNT OWNER ALIAS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lean County</td>
<td>850-606-1526</td>
<td></td>
</tr>
</tbody>
</table>
The Florida Recreation Development Assistance Program (FRDAP) Grant Application

Create a New Grant Application

1. Applicant Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant Name</td>
<td>Leon County</td>
</tr>
<tr>
<td>Applicant FEID</td>
<td>39-6000708</td>
</tr>
<tr>
<td>Applicant Address</td>
<td>301 S Monroe Street 5th Floor</td>
</tr>
<tr>
<td>Applicant City</td>
<td>Tallahassee</td>
</tr>
<tr>
<td>Applicant State</td>
<td>Florida</td>
</tr>
<tr>
<td>Applicant Zip Code</td>
<td>32301</td>
</tr>
<tr>
<td>Applicant Population</td>
<td></td>
</tr>
<tr>
<td>Applicant Current</td>
<td></td>
</tr>
<tr>
<td>Applicant Operating</td>
<td></td>
</tr>
<tr>
<td>Applicant Contact</td>
<td></td>
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Project Information

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</thead>
<tbody>
<tr>
<td>Name of Project</td>
<td></td>
</tr>
<tr>
<td>Project Type</td>
<td>--None--</td>
</tr>
<tr>
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</tr>
<tr>
<td>Site Control Expires</td>
<td></td>
</tr>
</tbody>
</table>
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<table>
<thead>
<tr>
<th>Project Location</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Street</td>
<td>21</td>
</tr>
<tr>
<td>Project City</td>
<td>22</td>
</tr>
<tr>
<td>Project State</td>
<td>Florida</td>
</tr>
<tr>
<td>Project Zip Code</td>
<td>23</td>
</tr>
<tr>
<td>Project Geo Location</td>
<td>24</td>
</tr>
<tr>
<td>Latitude</td>
<td></td>
</tr>
<tr>
<td>Longitude</td>
<td></td>
</tr>
</tbody>
</table>

D. LEGISLATIVE DISTRICTS IN WHICH THE PROJECT SITE IS LOCATED: This should be the Florida Senate and Florida House district in which the proposed project site is located. If you are not sure of the district, contact your local office of the Supervisor of Elections. (There is only one each.)

| State Senator   | 25 |
| Senate District Number | 26 |
| State Representative | 27 |
| House District Number | 28 |
| ~None~           |  |
E. TOTAL NUMBER OF ACRES BEING ACQUIRED OR TOTAL NUMBER OF ACRES BEING DEVELOPED:

29

F. DESCRIBE THE PHYSICAL CHARACTERISTICS OF THE PROJECT.

1) For Development Projects: (a) Provide a description of the proposed project which includes existing and future uses, existing and proposed physical improvements, natural and historical resources, any proposed resource protection/conservation and any existing buildings on site.

Proposal Description

Natural Spring on Site

30

31 --None--

32 --None--

33

Describe Public Access

2) For Acquisition Projects: (in addition to the above information) (a) If the proposed project consists of acquiring multiple parcels or from multiple owners, identify specific order in which the parcels will be acquired to ensure that in the event that all parcels cannot be acquired, the purposes of the project can be achieved. Also address the ability to have public access to the park either through an existing street or easement.

Acquiring Multiple Parcels

34
### Financial Information

**Grant Match Ratio:** (Based on the grant cap of $200,000)

<table>
<thead>
<tr>
<th>Project Cost</th>
<th>State Share</th>
<th>Grantee Share</th>
</tr>
</thead>
<tbody>
<tr>
<td>$50,000 or less</td>
<td>100%</td>
<td>0%</td>
</tr>
<tr>
<td>$50,001 to $150,000</td>
<td>75%</td>
<td>25%</td>
</tr>
<tr>
<td>$150,001 to $400,000</td>
<td>50%</td>
<td>50%</td>
</tr>
</tbody>
</table>

### Project Cost = State Share + Grantee Share

Refer to Chapter 32D-5, Florida Administrative Code (F.A.C.), for complete information on match requirements and match types. The Total Project Cost (Line E) must equal the grant request (Line A) plus the total local match (Line E). This figure (Line F) should not total more than $400,000 for the purpose of this application.

A. **FPDAP Funds Requested (State Share):** Line A

B. **Local Funds Available (Grantee Share):**

C. **In-Kind, Line C:**

D. **Land Value, Line D:**

If the property is developed, land value CANNOT be used as a match.

E. **Total Local Match:** Line B (Sum of Lines B, C, and D)

F. **Total Cost of Proposed Project:**

$0.00 (Sum of Lines A and E) Should total more than $400,000

If approved for FPDAF Match Waiver Act out FPDAF Waiver Forms at located under FPDAF Administrative Forms at [https://Florida.gov/osss/land-and-recreation-grants/content/Florida-recreation-development-assistance-program](https://Florida.gov/osss/land-and-recreation-grants/content/Florida-recreation-development-assistance-program)

**Submitting Required Waivers:**

You will upload all exhibits in the "Exhibit Upload" section before submitting your application for consideration. The red-filled button indicates what exhibits are required to be included in your application.

Once you have saved the application future edits must be done with the Draft screen.

[Create New Application]
The fields denoted with red asterisk (*) must be completed in order to create a new application.

**The Florida Recreation Development Assistance Program (FRDAP) Grant Application**

**Create a New Grant Application**

**Existing Draft Applications**

<table>
<thead>
<tr>
<th>Applicant Name</th>
<th>Project Name</th>
<th>Status</th>
<th>Prepared By</th>
<th>Created Date</th>
<th>Last Updated Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leon County</td>
<td>Test Project 2</td>
<td>Draft</td>
<td>Jasmine Greene</td>
<td>Aug 16, 2021</td>
<td>Aug 16, 2021</td>
</tr>
<tr>
<td>Wakulla County</td>
<td>Test Project 3</td>
<td>Draft</td>
<td>Jasmine Greene</td>
<td>Aug 18, 2021</td>
<td>Aug 18, 2021</td>
</tr>
<tr>
<td>Leon County</td>
<td>Test Project 2</td>
<td>Draft</td>
<td>Jasmine Greene</td>
<td>Aug 18, 2021</td>
<td>Aug 18, 2021</td>
</tr>
</tbody>
</table>

**Application**

1. **Applicant Information**

   - Applicant Account: Leon County
   - Applicant FEID: 59-20000708
   - Applicant Address: 301 S Monroe Street 5th Floor
   - Applicant City: Tallahassee
   - Applicant State: Florida
   - Applicant Zip Code: 32301

   **Applicant Population**
   **Applicant Current Operating Budget**

   **Applicant Contact**
   **Applicant Contact Title**

   [Modify Draft Application]
If property is developed, land value CANNOT be used as a match.

E. Total Local Match Line E (Sum of lines B, C and D)
   $0.00

F. Total Cost of Proposed Project
   $0.00
   Sum of Lines A and E (Should not total more than $400,000)

(If approved for REDI Match Waiver, fill out REDI Waiver Forms at located under PF/DAAP Administrative Forms at https://florida.gov/ooa/land-and-recreation-grants/content/Florida-recreation-development-assistance-program)

Submitting Ready Waiver

You will upload all exhibits in the “Exhibit Upload” section before submitting your application for consideration. The linked table indicates what exhibits are required to be included in your application.

<table>
<thead>
<tr>
<th>Project Elements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evaluation</td>
</tr>
<tr>
<td>Exhibit Upload</td>
</tr>
<tr>
<td>Application Flags/Self Score Overview</td>
</tr>
<tr>
<td>Submit for Consideration</td>
</tr>
</tbody>
</table>
The Florida Recreation Development Assistance Program (FRDAP) Grant Application

Create a New Grant Application

Existing Draft Applications

Project Elements

Instructions for Completing the Project Work Plan

Project Budget Detail

After reviewing the Instructions for Completing the Project Work Plan, select the Project Budget Detail Tab to begin entering the Project Element Information.

D. PROJECT WORK PLAN (COMPLETE FOR ALL PROJECTS) - DEVELOPMENT, TRAILS AND ACQUISITION  INSTRUCTIONS FOR COMPLETING PROJECT WORK PLAN

DEVELOPMENT PROJECTS: Primary Recreation Areas and Facilities: Primary facilities include all recreation facilities and opportunities. Primary cost must be equal to or greater than fifty percent (50%) of the total cost. Primary examples are beach access, picnic facilities, fishing areas, ball fields, tennis courts, trails, trailsheads, shade structures for recreational facilities, etc. Enclosed structures are not eligible costs. Costs of planning and site preparation should be included within the cost of each element if acquisition and land value issued as match, it should be included under primary cost. If this is a trail project, list the uses or types of trails. If developing one trail for multi-purpose state/multi-purpose trail, but if doing several different trails list separately with each use example: walking trail or bike trail.

SUPPORT FACILITIES AND IMPROVEMENTS: Support facilities are facilities which cannot stand alone, or which would have little or no public outdoor recreational value without the primary facility. No enclosed structures are eligible except restrooms, bathhouses or restroom/concession stands. Other support examples are parking, landscaping, and security lighting. Amenities such as benches, or bike racks will receive no points when being scored. The enclosed structures listed above cannot be phased and must be completed with one grant.

ACQUISITION PROJECTS: If acquisition project list the project work plan for the acquisition phase of the project.

DELIBERABLE ELEMENT BUDGET AMOUNT FOR REIMBURSEMENT: Must provide a budget for each element and identify the expense category and budget detail. Provide description of the costs as follows: Salaries: Identify the position title/monthly rate/hours of work to complete the deliverable. Fringe benefits: Identify the % used to calculate the fringe benefits. Contractual services: Identify what service will be paid for under the contract for services. Equipment: The purchase of equipment is not allowed under this Agreement, the rental of equipment is the only costs allowed that are associated with equipment. Supplies and materials: Identify what supplies/material will be purchased. Other costs: Identify what other costs are being requested (such as printing costs, other costs that do not fit into the other established cost categories). Salaries, Fringe benefits, equipment, supplies, indirect, contractual services, indirect costs: Identify the percentage that is used for the indirect being claimed for reimbursement (cannot exceed 10% unless prior approval has been obtained by the Department).

Remember to include each element in your conceptual site plan. Upload a conceptual site plan displaying the areas and facilities to be developed. The site plan must correlate with the project boundary map and work plan elements. The site plan must CLEARLY DELINEATE using color codes between facilities/opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development. If project is an acquisition project, be sure to submit on the site plan the proposed elements to be developed. Also include different FRDAP phases on the site plan and any ICF phases.

Evaluation

Exhibit Upload

Application Flags/Self Score Overview

Submit for Consideration
The fields denoted with red asterisk (*) must be completed in order to create new application.

The Florida Recreation Development Assistance Program (FRDAP) Grant Application

Create a New Grant Application

Existing Draft Applications

Project Elements

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Project Budget Detail

<table>
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<tr>
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<th>Paid with Grant Funds</th>
<th>Paid with Match Funds</th>
<th>Total Cost Grant Funds</th>
<th>Total Cost Grant Match</th>
</tr>
</thead>
</table>

The project reimbursement is limited to one (1) invoice upon completion of all Project Elements listed below and submittal of all Deliverables and required documentation identified in the table below. Completion Documentation required prior to Reimbursement Request.

* Type

* Project Element

* Cost to be Paid with Grant Funds

* Cost to be Paid with Grant Match

*All work will be completed in accordance with the approved plans.

Performance Standard: Approval of deliverables is based upon review for compliance with the requirements for funding under the Florida Recreation Development Assistance Program (FRDAP); approved plans and application approved for funding.
Existing Draft Applications

Project Elements

Instructions for Completing the Project Work Plan

Project Budget Detail

After reviewing the Instructions for Completing the Project Work Plan, select the Project Budget Detail Tab to begin entering the Project Element Information.

<table>
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<tr>
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<th>Project Element</th>
<th>Paid with Grant Funds</th>
<th>Paid with Match Funds</th>
<th>Total Cost Grant Funds</th>
<th>Total Cost Grant Match</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Primary</td>
<td>Tables</td>
<td>$10,000.00</td>
<td>$1,000.00</td>
<td>$30,000.00</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>New Primary</td>
<td>Chairs</td>
<td>$10,000.00</td>
<td>$1,000.00</td>
<td>$30,000.00</td>
<td>$3,000.00</td>
</tr>
<tr>
<td>New Primary</td>
<td>Basketball Hoop</td>
<td>$10,000.00</td>
<td>$1,000.00</td>
<td>$30,000.00</td>
<td>$3,000.00</td>
</tr>
</tbody>
</table>

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Create New Project Element

* All work will be completed in accordance with the approved plans.

Performance Standard: Approval of deliverables is based upon review for compliance with the requirements for funding under the Florida Recreation Development Assistance Program (FRDAP), approved plans and application approved for funding.

Evaluation

Exhibit Upload

Application Flags/Self Score Overview
General Criteria
**FRDAP Application Evaluation**

**Part II - Evaluation Criteria**

In this section you will enter your evaluation responses. You must respond to both the General Criteria tab and project type criteria to enter evaluation responses.

The "Update" button must be selected at the end of each criteria section in order to save responses.

Please note, the exhibits indicated are to be uploaded to receive points for your responses. You will upload the exhibits in the "Exhibit Upload" section of this application.

---

### General Criteria

#### 1. CAPITAL IMPROVEMENT PLAN

A. Is the proposed project identified, in whole or in part, in the applicant’s capital improvement plan or schedule during the current or next three (3) fiscal years?

Provide:

1. A letter from the agency’s city or county manager certifying the five year capital improvement schedule is officially adopted and date adopted. Project will not receive points if letter is not submitted and does not state the date CIP was adopted.

   **AND**

   2. A copy of the five year capital improvement schedule included in the applicant’s adopted Local Comprehensive Plan, stating project by name, amount and year. (County or City budgets are not the same as capital improvement schedules) Please highlight project name, amount and year.

   (20 points)

B. Is the proposed project identified as part of the plan through an adopted resolution committing the applicant to amend their capital improvement plan or schedule and complete the project should the applicant receive program funds? Provides a copy of a fully executed resolution amending the existing schedule to include the proposed project. The resolution must clearly indicate the proposed project by name, amount and year and cannot be older than 3 years.

   (10 points)

---

*Select Value:*
2. STATE COMPREHENSIVE OUTDOOR RECREATION PLAN

A. Explain how the proposed project would address one or more of the issues or goals identified in the State Comprehensive Outdoor Recreation Plan. Use the OUTDOOR RECREATION IN FLORIDA 2008 (Chapter 6 & 7). Provide quotations or other appropriate references with explanations to justify the correlation. To receive points, must give a detailed explanation as to how the project meets the goals, cannot only list the goals.

Enter Value...

(Label as Exhibit "B") (4 points)

B. 2006 Relative Need Index by Region The proposed project provides for a priority resource or facility need in the applicant's planning region identified in the Statewide Comprehensive Outdoor Recreation Plan. Locate the applicant's region and circle each priority resource/facility need as proposed in the project cost on page 7 & 8 of this application:

Select Need by Region

Region I Saltwater Beach Access
Region I Baseball or Softball
Region I Paddling
Region I Football
Region I Outdoor Swimming
Region I Saltwater Non-Boat Access
Region I Golf
3. PUBLIC PARTICIPATION

Indicate which of the following apply (Choose ALL that apply) *(To receive points for this section any meetings, presentations, or surveys must be held in the current year or within the previous 3 years of application and each of the three meetings must be held separately to receive each set of points. Meetings also must be held prior to the application submitted.)*

A. A pre-advertised public meeting was held solely for the purpose of discussing the proposed project. Attach a copy of ad and proof of publication for the advertisement. Advertisement needs to state where and when advertised. If submitting 2 applications, must hold separate meeting for each project (unless they are phased projects of the same park). If not advertised in a newspaper, need a written explanation as to how, when and where advertised, along with a copy of notice/advertisement. *(Label as Exhibit “C-1”) (10 points)*

B. The project was discussed at a regularly scheduled meeting of the applicant’s advisory board responsible for park, recreation or leisure service activities. Provide a copy of the minutes of the advisory board meeting(s) where this project was discussed. The board must be an appointed group of citizens, such as a parks and recreation advisory board, who would normally review projects similar to the proposed grant application. Planning and zoning or similar boards may be used if a parks and recreation advisory board does not exist. CITY OR COUNTY COMMISSIONS ARE NOT CONSIDERED ADVISORY BOARDS. *(Label as Exhibit “C-2”) (7 points)*

C. Public input on the proposed project was obtained through presentations to community organizations, neighborhood associations and/or a written opinion survey. Provide documentation (minutes from the meeting during which the project was discussed, a letter or thank you letter from an organization, association, etc.) showing that presentations concerning this project were made to community organizations or groups OR provide a copy of the survey, who surveyed and summary of the results. Letters of support are not acceptable to receive points. *(Label as Exhibit “C-3”) (4 points)*
C. Public input on the proposed project was obtained through presentations to community organizations, residents or thank you letter from an organization, association, etc., showing that presentations regarding this project were not acceptable to resolve points.

4. OPERATION AND MAINTENANCE
   Capability to develop, operate and maintain the project site (Check ONLY ONE):

   - Yes
   - No

   Provide a brief description of how development, programming and maintenance will be provided and a copy of an agency organizational chart. Must provide both to receive points.

27. The applicant has a full-time recreation or park department staffed to provide facility development, programming and maintenance. (6 points)

5. PARK PARTNERSHIP
   The proposed project is supported through a fully executed written cooperative agreement between the applicant and a private or public entity (within the current or past 3 years) in which said entity agrees to furnish 10% or more of the total project costs in cash, land, or labor services for the development/construction of this project with the applicant holding the leading management responsibility. The written agreement must be executed by the end of the submission period and quantify the donation in monetary units. This can be a cooperative agreement between either parties or a letter from the entity agreeing to furnish 10% of the total project costs in cash, materials, land, or labor services. A management or maintenance agreement is not acceptable.

28. Yes

   (Label as Exhibit “E”) (5 points)

6. TRAIL CONNECTIVITY
   The project provides for increased trail access by connecting an existing, publicly owned and designated recreational trail which is outside the project boundary. Indicate on the site plan the project trail connection and name and location of existing trail(s) outside the boundary line.

   - Yes

   (Label as Exhibit “C”) (5 points)

You must respond to every question on both tabs. Do not leave any questions blank.  
Click “Update” to save your responses for this tab.
Evaluation Criteria by Project Type

- Development Criteria
- Acquisition Criteria
- Trail Criteria
Development Criteria
Evaluation

FRDAP Application Evaluation

Part II - Evaluation Criteria

In this section you will enter your evaluation responses. You must respond to both the General Criteria tab and project type criteria to enter evaluation responses.

The "Update" button must be selected at the end of each criteria section in order to save responses.

Please note, the exhibits indicated are to be uploaded to receive points for your responses. You will upload the exhibits in the "Exhibit Upload" section of this application.

1. NEW DEVELOPMENT

List the existing facilities/improvements on the project site. Include improvements such as baseball fields, basketball courts, trails, boat ramps, etc. (Bullet lists are encouraged) (If undeveloped, state None). The site plan must clearly delineate between facilities/opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development. Identify and color code different funding sources from the existing facilities.

Enter Value... (Label as Exhibit "G") (5 points, if undeveloped)
2. INFRASTRUCTURE ASSESSMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA

A) List the facilities which are addressed on page 7 & 8 of this application which are identified in the priority ranked Index clusters of outdoor facilities needs for renovation and/or new construction identified within the applicant’s population density as set forth in the Department’s study entitled “Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida” effective December 1995. (See attached pages 22-24) for Priority Ranked Index Clusters. A project facility not listed in the priority ranked indexes will receive a score of a similar facility included in the indexes, as determined by the Department staff. (If developing trails, must have separate trails to receive separate points.

(Maximum 30 points)

Enter Value...

B) Does the proposed project, in whole or in part, address the highest priority of infrastructure funding needs for the applicant’s population density as set forth in the study titled “1995 INFRASTRUCTURE ASSESSMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA”. Use the table below to determine in which priority funding need ranking the project falls.

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Population Density 1 - Population Under 10,000</td>
<td>Rank 1</td>
<td>Construction</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rank 2</td>
</tr>
<tr>
<td>Population Density 2 - Population 10,000 to 24,999</td>
<td>Rank 1</td>
<td>Renovation</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rank 2</td>
</tr>
<tr>
<td>Population Density 3 - Population 25,000 to 49,999</td>
<td>Rank 1</td>
<td>Construction</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rank 2</td>
</tr>
<tr>
<td>Population Density 4 - Population 50,000 to 99,999</td>
<td>Rank 1</td>
<td>Construction</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Rank 2</td>
</tr>
<tr>
<td>Population Density 5 - Population 100,000 and Over</td>
<td>Rank 1</td>
<td>Renovation</td>
</tr>
</tbody>
</table>

Source: The 1995 Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida

You must respond to every question on both tabs. Do not leave any questions blank.
Click “Update” to save your responses for this tab.
Acquisition Criteria
1. INFRASTRUCTURE ASSESSMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA

List all the facilities that will be developed for this project. Only facilities identified in the top three priority ranked index clusters of outdoor facilities needs for new construction identified within the applicant’s population density as set forth in the Department’s study entitled “Infrastructure Assessment of Local Government Recreation and Park Department Facility Needs in the State of Florida”, effective December 1995, will receive these points. (Priority ranked index clusters are attached as pages 22-26.) (15 points)

Enter Value...

2. NEEDED RECREATIONAL ACREAGE

Describe how the project provides for identified need(s) for additional park acreage pursuant to the applicant’s adopted local comprehensive plan. Provide the following:

Select Option

B. Provide excerpts of the applicant’s local comprehensive plan as supporting back-up documentation and highlight the information that pertains to this section. (Label as Exhibit “F”) (15 points)

Enter Value...

3. CAPITAL IMPROVEMENT PLAN

A) Is the proposed development of the property identified in the applicant’s capital improvement plan (CIP) or schedule during the current or next three (3) fiscal years?

1. Provide a letter from the agency’s city or county manager certifying the five year capital improvement schedule is officially adopted and date adopted. Project will not receive points if letter is not submitted and does not state the date CIP was adopted.

   -AND-

2. Provide a copy of the five-year capital improvement schedule included in the applicant’s adopted Local Comprehensive Plan, stating project by name, amount and year (County or City budgets are not the same as capital improvement schedules). Highlight project name, amount and year. (6 points)

Select Value...

-OR-

B) Is the proposed development of the property included as part of the plan through an adopted resolution committing the applicant to amend their CIP and develop the property should it receive program funds? Provide a copy of a fully executed resolution amending the existing schedule to include the development of the proposed project. The resolution must clearly indicate the development of the proposed project by name, year and amount and cannot be older than 3 years. (Label as Exhibit “A”) (3 points)

Select Value...
Trail Criteria
TRAIL CONSTRUCTION CRITERIA

1. NEW DEVELOPMENT
List the existing facilities/improvements on the project site. Include improvements such as trails, trailheads, ball fields, basketball courts, etc. (Bullet lists are encouraged. If undeveloped, state None.) The site plan must clearly delineate between facilities/opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development. Identify and color code different funding phases from the existing facilities.

2. STATE GREENWAYS AND TRAILS PLAN
Explain how the proposed project would address one or more issues or goals as identified in the Florida Greenways and Trails System Plan. Use "Florida Greenways and Trails System Plan – 2013-2017". Provide quotations or other appropriate references to justify the correlation. Use a separate sheet if necessary.

3. STATE OF FLORIDA DESIGNATED RECREATIONAL GREENWAY OR TRAIL
The project is located on or connects with a State of Florida designated greenway or trail. Provide a map and documentation (letter from Office of Greenways and Trails) indicating connectivity. Designation Agreements must be fully executed by the end of submission period.

4. REGIONAL OR LOCAL GREENWAYS AND TRAILS PLAN
Explain how the proposed project would implement a Greenway and Trail Plan adopted by either a regional or local governmental entity. Provide quotations or appropriate references with explanations to justify correlation. Enclose a copy of the regional or local governmental adopted Greenway Plan.
5. MIXED USE OR SINGLE USE TRAILS
Does the specific trail design demonstrate that the project will support: Mixed use recreational trail opportunities, either motorized or non-motorized, or both?

Select Value...

6. INFRASTRUCTURE ASSESSMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA
Does the proposed project, in whole or in part, address the highest priority of infrastructure funding needs for the applicant’s population density as set forth in the study titled “1995 INFRASTRUCTURE ASSESSMENT OF LOCAL GOVERNMENT RECREATION AND PARK DEPARTMENT FACILITY NEEDS IN THE STATE OF FLORIDA”. Use the table below to determine in which priority funding need ranking the project falls.

<table>
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<td>Rank 1</td>
<td>Renovation</td>
</tr>
<tr>
<td></td>
<td>Rank 2</td>
<td>Construction</td>
</tr>
<tr>
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<td>Rank 1</td>
<td>Construction</td>
</tr>
<tr>
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<td>Rank 2</td>
<td>Renovation</td>
</tr>
<tr>
<td>Population Density 4 – Population 50,000 to 99,999</td>
<td>Rank 1</td>
<td>Construction</td>
</tr>
<tr>
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<td>Construction</td>
</tr>
</tbody>
</table>

You must respond to every question on both tabs. Do not leave any questions blank. Click “Update” to save your responses for this tab.

36 Select Value...

37 Select Value...

38 Update

39 Exhibit Upload
Questions
Upload of Exhibits

ATTENTION!
Supporting Documentation
## Capital Improvement Projects

<table>
<thead>
<tr>
<th>Projects</th>
<th>Carryover budget from prior years</th>
<th>Spend</th>
<th>Defer</th>
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<tbody>
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<td></td>
</tr>
<tr>
<td>1. Fire Hydrant Replacement</td>
<td>$34,393</td>
<td>$34,393</td>
<td>$0</td>
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<tr>
<td>3. Tree Removals</td>
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<td>$15,000</td>
<td>$0</td>
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<tr>
<td>4. Community Pool</td>
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<tr>
<td>5. Survey Monuments</td>
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<td>$6,852</td>
</tr>
<tr>
<td>6. Pedestrian Path Signage</td>
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<td>7. Ramona/Ronada intersection</td>
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<td><strong>$864,413</strong></td>
<td><strong>$197,561</strong></td>
<td><strong>$666,852</strong></td>
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</table>
RESOLUTION NO. 431-19

A RESOLUTION OF THE CITY OF DAVENPORT, FLORIDA, AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP) FUNDING TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR FEDERAL FISCAL YEAR 2020-2021 FUNDING CYCLE.

WHEREAS, the City of Davenport desires to submit an application to the Florida Department of Environmental Protection for a Florida Recreation Development Assistance Program Grant to benefit the local residents;

WHEREAS, there is a present and growing need for outdoor recreation opportunities among persons of all ages within the City of Davenport, Florida corporate limits and among those visiting the area; and

WHEREAS, the City recognizes this need for additional recreational opportunities; and

WHEREAS, meeting the increasing demand for, recreation opportunities can best be met with the development of Lewis Matthews Complex Phase II as detailed in the application for funding in which the City is submitting an application in the October 15, 2019 application cycle requesting $50,000.00 in grant funds.

NOW THEREFORE, BE IT RESOLVED by the City Commission of the City of Davenport, Florida, that:

Section 1. Recitals incorporated.

The above recitals are true and correct and are incorporated herein.

Section 2. Authorization of Grant application.

The City of Davenport hereby authorizes the filing of an application for a Florida Recreation Development Assistance Program Grant.

Section 3. Execution of Documents.

The Mayor of the City of Davenport is hereby authorized to execute all documents required in connection with the filing of said application to be submitted on October 15, 2019.

Section 4. Amendment To Comprehensive Plan.

The City further authorizes staff to prepare amendments to the Capital Improvements Element of the City’s Comprehensive Plan to include the development of Lewis Matthews Complex Phase II in the City of Davenport, if the project is funded in the 2020 – 2021 application cycle.
SCORP
Submit a written response to Part IV, Item 3, Page 9 of this application. Include narrative explaining of how the project implements one or more of the outdoor recreation goals and objectives as listed in the 2019 SCORP.
EXHIBIT_C_1; C_2; and C_3: Public Participation

Public Participation: Exhibit_C_1
Submit a copy of the public meeting advertisement for the SOLE PURPOSE of discussing the project.

Public Participation: Exhibit_C_2
Submit a copy of the agenda and/or minutes of a REGULARLY SCHEDULED advisory board meeting.

Public Participation: Exhibit_C_3
Submit documentation of a PRESENTATION to community groups such as an agenda, letter of thanks, etc.
OR
Submit a copy of the SURVEY instrument and a summary of the results as they relate to the proposed project.
EXHIBIT_D; EXHIBIT_E; and EXHIBIT_F:
Operation and Maintenance / Park Partnership / Acquisition Acreage

- Operation and Maintenance
- Park Partnership
Submit a conceptual site plan displaying the areas and facilities to be developed as proposed in the scope of the application. The site plan must correlate with the project boundary area identified in the project boundary map and cost estimate. The site plan must CLEARLY DELINEATE & COLOR CODE between facilities and opportunities currently existing, facilities proposed for funding in this application and facilities planned for future development (not in this project)
EXHIBIT_H; EXHIBIT_I; and EXHIBIT_J: Trails Projects Only

EXHIBIT_H. **State Greenways and Trails Plan**
Submit a written response to Part IV, Item 4, Page 9 of this application. Include narrative explaining of how the project implements one or more of the goals and objectives as indicated in the 2019-2023 State Greenways and Trails System Plan.

EXHIBIT_I: Letter from DEP’s Office of Greenways & Trails documenting project is located on or connects with a designated State of Florida Greenway or Trail.

EXHIBIT_J. Copy of Regional or Local Governmental adopted Greenway Plan
Boundary Map

The map must provide a legal description and sketch of the project area boundaries, display known easements and be legally sufficient to identify the project area. Plat maps may be accepted if the above criteria are identified. Aerial photographs are not accepted as boundary maps.
EXHIBIT_L: Photographs

Photographs
Submit color, on-site photographs sufficient to depict the physical characteristics of the project area. Provide color photographs for all four copies of your application. Aerial photographs are requested, but not required. Please mark an approximate boundary of the project site and note major roads and/or landmarks on the aerial photo (note: this is not the boundary map).
EXHIBIT_M: Location Map and Directions

Location Map and Directions
Submit a detailed street, road or highway map precisely locating the project site. Also, provide clear and concise written driving instructions from the nearest federal or state highway. NOTE: Please confirm that street names listed in the written directions are the same as those posted on street signs in the area.
Site Control

Submit a copy of the site control documentation (deed, lease, etc.) for the project site. If submerged lands are included in the development area, provide a legal document (permit, management agreement, etc.) which indicates permission to use and develop the submerged lands. Site control must be effective by the close of the submission period.
EXHIBIT_O: Rural Economic Development Initiative

Rural Economic Development Initiative
The Department of Economic Opportunity
Division of Community Development
107 East Madison Street
Tallahassee, Florida 32399
Phone: (850) 717-8428

EXHIBIT P: Description of the Physical Characteristics
### Application Exhibits Required to be Uploaded

<table>
<thead>
<tr>
<th>Exhibit</th>
<th>Exhibit Letter</th>
<th>Exhibit Description</th>
<th>Exhibit Prefix</th>
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<tbody>
<tr>
<td>Exhibit_H</td>
<td>M</td>
<td>You must submit a file with a name that starts with Exhibit_H</td>
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<td>Exhibit_K</td>
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<td>Exhibit_P</td>
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<td>You must submit a file with a name that starts with Exhibit_P</td>
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</table>

**Please Note:** The list above includes required files only. To receive points for evaluation responses, you must upload the corresponding exhibit. All exhibits must be named “Exhibit_[insert letter]”. For example, Exhibit A would be “Exhibit_A”. See the Application Flags / Self Score Overview section for the required file names for each evaluation question.

**View/Upload Files**

- **Upload Files**
- Or drop files

**File Information**

- **Name:** Exhibit_A
- **Type:** PDF

**Application Flags / Self Score Overview**

- **Submit for Consideration**
<table>
<thead>
<tr>
<th>Type</th>
<th>Points Awarded</th>
<th>Points Possible</th>
<th>Question No.</th>
<th>Criteria to Receive Points</th>
<th>Evaluation Response</th>
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<td>Eval General 4 Operation field must be selected and an exhibit must be uploaded that has a name that starts with Exhibit_D.</td>
<td>Operation specified the applicant has a full time recreation or park department staffed to provide facility development. You must upload an exhibit that starts with Exhibit_D.</td>
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<tr>
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</tr>
<tr>
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<td>Field Eval General 6 Trail Connectivity has a Yes value. An exhibit with a name that started with Exhibit_G was not uploaded.</td>
</tr>
<tr>
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<td></td>
</tr>
</tbody>
</table>
| Develop | 0 | 5 | Eval_Develop_1  
Eval Dev 1 New must have a value and an exhibit must be uploaded that has a name that starts with Exhibit_G.  
Field Eval Development New does not have a value. An exhibit with a name that started with Exhibit_G was not uploaded. |
| Develop | 0 | 30 | Eval_Develop_2A  
Value must be Yes and an exhibit must be uploaded that has a name that starts with Exhibit_G.  
Field Eval Development Infra Assessment does not have a value. An exhibit with a name that started with Exhibit_G was not uploaded. |
| Develop | 0 | 13 | Eval_Develop_2B  
Based on the picklist an exhibit must be uploaded that has a name that starts with Exhibit_G.  
Field Eval Development 2 Priority does not have an available value. An exhibit with a name that started with Exhibit_G was not uploaded. |
| Acquist | 0 | 15 | Eval_Acquist_1  
An exhibit must be uploaded that has a name that starts with Exhibit_G.  
Field Acquisition Infrastructure does not have a value. An exhibit with a name that started with Exhibit_G was not uploaded. |
| Acquist | 0 | 15 | Eval_Acquist_2A  
Needed Recreational Acreage must be specified and Corp Plan field must have a value and an exhibit must be uploaded that has a name that starts with Exhibit_G.  
Needed Recreation Acreage was not specified. Eval Field Acquist 2B Corp Plan does not have a value. An exhibit with a name that started with Exhibit_G was not uploaded. |
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Eval Acquist 3A CIP must have a value of Yes and an exhibit must be uploaded that has a name that starts with Exhibit_A. Note Points are not awarded for both Eval Acquist 3B and Eval Acquist 3A.  
Field Eval Acquist 3A CIP does not have a Yes value. An exhibit with a name that started with Exhibit_A was not uploaded. |
| Acquist | 0 | 3 | Eval_Acquist_3B  
Eval Acquist 3B CIP must have a value of Yes and an exhibit must be uploaded that has a name that starts with Exhibit_A. Note Points are not awarded for both Eval Acquist 3B and Eval Acquist 3A.  
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Eval Trail 1 New has a value and an exhibit must be uploaded that has a name that starts with Exhibit_G.  
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Field Eval Trail 2 State Greenway Plan does not have a value. An exhibit with a name that started with Exhibit_H was not uploaded. |
| Trail | 0 | 3 | Eval_Trail_3  
Eval Trail 3 Designated Greenway has a value of Yes and an exhibit must be uploaded that has a name that starts with Exhibit_I.  
Field Eval Trail 3 Designated Greenway does not have a Yes value. An exhibit with a name that started with Exhibit_I was not uploaded. |
| Trail | 0 | 4 | Eval_Trail_4  
Eval Trail 4 Regional Greenway must have a value and an exhibit must be uploaded that has a name that starts with Exhibit_G.  
Field Eval Trail 4 Regional Greenway does not have a value. An exhibit with a name that started with Exhibit_G was not uploaded. |
| Trail | 0 | 8 | Eval_Trail_5  
Must specify single or mixed use recreation trail and must upload an exhibit that starts with Exhibit_G.  
Single or mixed use recreation trail not specified. An exhibit with a name that started with Exhibit_G was not uploaded. |
| Trail | 0 | 13 | Eval_Trail_6  
Must specify priority level and must upload an exhibit that starts with Exhibit_G.  
Funding Priority not specified An exhibit with a name that started with Exhibit_G was not uploaded. |
The fields denoted with red asterisk (*) must be completed in order to create a new application.

The Florida Recreation Development Assistance Program (FRDAP) Grant Application

- Create a New Grant Application
- Existing Draft Applications
- Project Elements
- Evaluation
- Exhibit Upload
- Application Flags/Self Score Overview

Submit for Consideration
FRDAP grant applications go through a rigorous review process. Once the applications have been scored, they will then be considered for eligibility, ranked, and if there are no issues or ineligibilities they will then be placed on the Recommended Priority List.

If there are ties in scoring, then the established tie-breaker criterium will be used to determine each proposal's placement on the Recommended Priority List based on the set decisive conditions.

The Recommended Priority List then goes to upper management, DEP’s Secretaries Office, the Legislative bodies and the Governor’s Offices for funding consideration and allocation approvals. This consideration process takes time, so you will not get an immediate notification of funding or none. However, you will get an alert email letting you know that your grant application was accepted and is under review.

Funding determination is not identified until sometime around June, as the State’s new fiscal year does not begin until July 1st, so announcements will not be issued until just before or right after the start of the new fiscal year.
Resource Information

<table>
<thead>
<tr>
<th>CONTACTS</th>
<th>PHONE</th>
</tr>
</thead>
<tbody>
<tr>
<td>FRDAP and LWCF Program Information &amp; Assistance</td>
<td>850-245-2501</td>
</tr>
<tr>
<td><a href="https://floridadep.gov/Grants">https://floridadep.gov/Grants</a></td>
<td></td>
</tr>
<tr>
<td>Florida Statewide Greenways &amp; Trails Plan</td>
<td>850-245-2052</td>
</tr>
<tr>
<td>Outdoor Recreation in Florida – 2013 (SCORP)</td>
<td>850-245-3068</td>
</tr>
</tbody>
</table>
Wrap Up

- Program Overview & Purpose
- Application overview and forms
- Supporting documentation
- Contacts and Resources
- Questions and Wrap – up
Division of State Lands

Land and Recreation Grants Section Submission Cycles

2022-23 Stan Mayfield Working Waterfront Program
Aug. 1 – Sept. 1, 2022
Application Webinar • June 15

2023-24 Florida Recreation Development Assistance Program
Aug. 1 – 31, 2022
Application Webinar • June 22

Florida Communities Trust Program Post Completion Workshop
Webinar • Nov. 2

2022-23 Land and Water Conservation Program
Dates TBD
Application Webinar • TBD

2023-2024 Recreational Trails Program
Feb. 1 – March 1, 2023
Application Webinar • Jan. 18, 2023

For more information on the upcoming grant application cycles, visit FloridaDEP.gov/Grants
Main Phone Line: (850) 245-2501

FRDAP Community Assistance Consultants:
  • Tamika Bass – Tamika.Bass@floridadep.gov
  • Angie Bright – Angie.Bright@floridadep.gov

Land & Recreation Grants Management and Legal Counsel:
  • Linda Reeves, OMC Manager – Linda.Reeves@floridadep.gov
  • Rebecca Wood, Program Manager – Rebecca.Wood@floridadep.gov
  • Lois LaSeur, Program Attorney – Lois.LaSeur@floridadep.gov
FY2023- 2024
Florida Recreation Development Assistance Program (FRDAP)
Application Cycle Webinar