



STATE OF MARYLAND  
 DEPARTMENT OF NATURAL RESOURCES  
**LAND AND WATER CONSERVATION FUND**  
**GRANT ROUND FEDERAL FY23**  
**PRELIMINARY STATE APPLICATION**



Land Acquisition & Planning is now accepting preliminary applications through July 31, 2023 for the LWCF. Please read the competitive grant information packet before completing this form. Maryland Department of Natural Resources (MD DNR) Units that intend to apply for LWCF assistance, under Grant Round Federal FY23 must complete this form. Upon receipt, Land Acquisition and Planning will review and score preliminary applications in accordance with Maryland’s approved Open Project Selection Process (OPSP). Applications with the highest grant score will be invited to officially apply for LWCF assistance.

The **maximum** LWCF assistance grant request is \$1,000,000 (\$2,000,000 minimum total project cost). The **minimum** LWCF assistance grant request is \$50,000 (\$100,000 minimum total project cost). Exceptions may be granted by the Department in certain circumstances based on project applications received and available grant funds.

**Preliminary application forms are due by 5 p.m., July 31, 2023.** Please email this preliminary application form to the contact below. At a minimum, the applicant should review the Project Information Packet and Open Project Selection Process for state projects found on MD DNR’s website (<https://dnr.maryland.gov/land/Pages/LWCF-Grants.aspx>).

**Submit electronic form to:** [andrew.mengel@maryland.gov](mailto:andrew.mengel@maryland.gov) & [carrie.lhotsky@maryland.gov](mailto:carrie.lhotsky@maryland.gov)

**Applicant Information**

<b>Applicant Entity:</b>			
<b>Authorized Contact Name:</b>			
<b>Address:</b>			
<b>City/Town:</b>		<b>9 Digit Zip:</b>	
<b>Daytime Phone:</b>	<b>Email:</b>	<b>County:</b>	

**Project Information**

<b>Project Type:</b> <input type="checkbox"/> Development <input type="checkbox"/> Acquisition		
<b>Project Title:</b>		
<b>Estimated Total Project Cost:</b>		
<b>Estimated Total Grant Request:</b>		
<b>*Match Fund Source and Total:</b>		
<b>*Match Fund Source and Total (if more than one):</b>		
<b>*Match Fund Source and Total (if more than one):</b>		
<b>Has the land unit previously been assisted by LWCF?</b>	Yes	No
<b>If yes, list Project # and Title of Project:</b>		



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**Project Narrative/Description:**

Provide enough information to convey the work you are proposing to accomplish and be specific about the proposed acquisition or development project. Insert an extra page, if necessary.

For acquisitions please make sure to include the following: what future recreational developments will occur on the property and which of those developments will be open to the public within three years of acquisition; is the acquisition a new area for recreation or an addition to an existing area.

For both acquisition and development projects please include: any potential conflicts or 'noncompatible' uses with LWCF; the total acreage and location of property; what population the project will be serving; current land use; is this a phase of a larger project or its own stand alone project; listing of any structures on the property and how they will be used for recreation; list and describe all leases, right of ways, or easements on the property; and any other information you feel is necessary to explain the project and convince approving agencies that it is worthwhile and consistent with the goals and objectives of the LWCF and Department of Natural Resources.

**Statement of Need:**

Provide enough information to explain how this project addresses a state recreation need for the general public and how it is tied into the 2019-2023 Maryland Land Preservation and Recreation Plan.

**Public Comment**

How has the public been engaged or notified of the proposed project? If the public has not yet been engaged/notified, explain how they will be prior to the start of the project.

- Public meetings/workshops
- BPW approval/public budget process
- Public comment period
- Engagement through LPRP process (e.g., surveys)
- Engagement through DNR plan processes such as MPS Strategic Plans, Wildlife Management Area Plans, etc.

**Proposed Timeline/Readiness to Proceed:**

Provide a timeline for the project (assuming the project start date is the project start date March 1, 2024). The official project start date will be established when the National Park Service approves the project. Include an estimated number of months for each project phase and include description and timeline of when the project site will be open to the public after project completion. For development projects, please include the status of design if design funds are not requested as part of the LWCF grant. For acquisition projects, please include the status of yellow book appraisals or timeline for procuring them.



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**Detailed Budget:**

Provide a detailed budget breakdown of how the LWCF request will be applied towards work associated with the grant request, and how matching funds will be used towards work within the scope of the project. Provide detailed breakdown of broader cost categories such as construction or site work.

**Required Attachments:**

1. Project narrative, statement of need, proposed project timeline, and public comments
2. Itemized and detailed cost estimate
3. Location map (indicating the location of the property within the state/region)
4. Boundary 6(f) site map (indicating park property boundary in red, project area in yellow, and public access points on a clear aerial image)
5. Site development plan map (for development projects; show site development within the 6(f) boundary)



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**State Government Authorization:**

As the authorized representative of this local jurisdiction, I read the LWCF Manual and the Federal FY23 LWCF Grant Application Information document and I agree to perform all work in accordance with the LWCF Act of 1965 and Manual. Some of these agreed to terms include items such as:

Understanding that land assisted with LWCF {6(f)}, either through acquisition or development, is to be protected and maintained in public outdoor recreation in perpetuity.

No agricultural leases or profit from agriculture of any kind may exist on the 6(f) property.

Structures not in direct support of public outdoor recreation are not allowed on the 6(f) property.

All development and acquisition projects must be completed within three years from the provided start date. Only expenditures incurred within the approved LWCF project period are eligible for reimbursement. Grantees do not receive funds at the time of approval. The applicant must incur 100 percent of the total project cost; submit evidence of eligible expenditures throughout project implementation and payment thereof; and request reimbursement from Land Acquisition and Planning after the project has been completed and National Park Service has officially closed the grant.

\_\_\_\_\_  
*Signature of Authorized Unit Applicant Director*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Print Title*

\_\_\_\_\_  
*Signature of Authorized Land Unit Manager*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Print Title*