



JOINT PROJECT GRANT APPLICATION

PURPOSE The purpose of the Alachua County Joint Project Grant is to assist Alachua County municipalities with up to a 50 / 50 match, unless another funding formula is approved by the Alachua County Board of County Commissioners, to

1. acquire and improve environmentally sensitive lands to protect drinking water sources, water quality, and wildlife habitat; or
2. create and improve parks and recreational facilities

for use by all the citizens of Alachua County. Total funding provided is \$3,000,000.

ELIGIBILITY This program is limited to fixed capital improvements which meet Federal ADA Guidelines.

Examples of ELIGIBLE items are construction of courts, ballfields, recreational lighting, playground equipment/safety surface, picnic facilities, fishing piers, conservation projects, linear parks, projects that connect to or have the potential to connect recreation areas inside and outside the municipalities, trail acquisition and other recreation oriented facilities, restrooms, parking, signage, water systems, irrigation and drinking fountains. Professional services such as environmental permitting and engineering services are also eligible.

Examples of INELIGIBLE items include maintenance and operating equipment, mowers, bats, balls, food service machines, paper products, field marking supplies, replacement light bulbs, storage facilities, uniforms and salaries.

Eligible MUNICIPALITIES include the City of Alachua, City of Archer, City of Gainesville, City of Hawthorne, City of High Springs, Town of La Crosse, Town of Micanopy, City of Newberry and City of Waldo.

PARAMETERS

1. The municipality requesting funding must have legal control of the land acquired or on which improvements will be built, unless it is an acquisition project.
2. The municipality will be expected to develop and maintain the lands or facilities at their expense.
3. Assistance provided by the County will be on a reimbursement basis, not to exceed 50 percent of the approved grant element(s), however other funding formulas will be considered during the review of the application.

4. Projects will be evaluated based upon the County's interest in having recreation facilities in the area proposed, the availability of other like facilities in the area, the demonstrated demand for facilities, the commitment of the municipality and the municipality's past activities toward the completion of the project. Additional consideration will be given for projects that are in quadrants of Alachua County that have less environmental lands or recreation facilities.
5. All playground equipment must conform to "Standard Consumer Safety Performance Specification for Playground Equipment for Public Use" (ASTM F-1487-95).
6. All facilities must be open to all County residents with an equal fee structure to Unincorporated Resident users.
7. Upon project completion, on-site signage must recognize the contribution of the Alachua County Citizens.
8. All projects must meet current ADA access requirements for the intended project.

PROCESS

1. Applications shall be mailed or hand delivered to the Alachua County, County Manager's Office 2nd Floor, 12 SE 1 Street, Gainesville, FL 32601 and received by 5 p.m. on March 31, 2017.
2. Applications shall be in a sealed envelope and clearly marked "Alachua County Joint Project Grant Application".
3. Applications will be reviewed by the Land Conservation Board, Open Space Recreation Advisory Board and Bicycle/Pedestrian Advisory Board, which will recommend project funding to the County Manager and Alachua County Board of County Commissioners.
4. Once awards are made, an Interlocal Agreement with the receiving municipality will be executed.
5. All reimbursement requests must provide the following: (a) an invoice from the municipality (b) a copy of the vendor's invoice showing the materials purchased or work performed (c) a copy of the paid cancelled check for the invoice or a bank statement indicating the check number, amount paid, company paid. If a credit card is used to pay for the approved materials a credit card receipt is required indicating the date paid, materials purchased, company paid and the amount paid. Vendor invoices will not be considered for payment. All requests must be paid in full prior to submitting for a reimbursement.

REQUIRED DOCUMENTATION CHECKLIST

- A. Complete, signed, Joint Project Grant Application
- B. A copy of your Operating Budget (including revenues and expenses.)
- C. A copy of the Ownership or Control Documents for the property.
- D. Written physical characteristics of the site.
- E. Contractor quotes or appraisals for the project.

JOINT PROJECT GRANT APPLICATION

Limit answers to the space provided. Application must be typed.

APPLICANT INFORMATION

Name of Municipality: _____

Current Operating Budget: \$ _____
(This is the operating budget for the municipality requesting grant funds, and not just the facility budget. Both Revenue and Expenses are to be included.)

Contact Person: _____

Title: _____
(The contact person is someone who will be in direct contact with Alachua County and be responsible for administering this grant if awarded)

Mailing Address: _____

City/State: _____ Zip Code: _____

Telephone:() _____

E-mail: _____

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.

Signature

Date

PROJECT INFORMATION

A. Name of Project: _____

B. Project Type (Check One): *Project cannot be a combination of recreation and acquisition*

Recreation Facilities: _____ or **Acquisition:** _____

_____ On land owned by applicant

_____ On land currently under site control by applicant

Date site control expires: _____

C. PROJECT LOCATION:

Street Address: _____

City: _____ State: _____ Zip Code: _____

Parcel ID: _____

1. Submit color, on-site photographs for your application, sufficient to depict the physical characteristics of the project area. If an aerial is used, it is to be current and must clearly demonstrate and label existing facilities on the site. Photos should show a clear depiction of existing facilities.

D. TOTAL NUMBER OF ACRES: _____

E. DESCRIBE THE PHYSICAL CHARACTERISTICS OF THE PROJECT. *Include land resources, vegetation, fish and wildlife, historical, archaeological resources, water bodies, previous recreational usage and transportation access as well as other pertinent information. (This narrative **should not include a description of the amenities planned for the location.**)*

FACILITIES

Qty	Description	Estimated Cost
New Facilities (see page 1 for examples of eligible items)		
TOTAL COST		

A. Joint Project Grant Application Funds Requested Line A \$ _____

B. Local Funds Available: (Grantee Share)

1. Cash: Line B \$ _____

2. In-Kind: Line C \$ _____

Total Local Match: Line D \$ _____
Sum of lines B and C

C. Total Cost of Proposed Project: Line F \$ _____

Sum of Lines A and D