

**FLORIDA COMMUNITIES TRUST
FLORIDA FOREVER PARKS AND OPEN SPACE
GRANT PROGRAM**

**APPLICATION INSTRUCTION GUIDE
FORM FCT-5**

**Florida Communities Trust
Sadowski Building, Suite 310
2555 Shumard Oak Boulevard
Tallahassee, Florida 32399-2100**

www.floridacommunitiestrust.org

March 2010

Table of Contents

Project Information	Page
1. Project Name	3
2. Applicant Name	3
3. Partnership Application	3
4. Key Contact Person	3
5. Project Site Location	4
6. Total Project Acreage	4
7. Acquisition Type	4
8. Estimated Project Costs	5
9. Award Amount and Match	6
10. Source of Match	6
11. Other Funding Sources	7
Ownership and Acquisition Plan	8
Project Summary	9
Project Evaluation Criteria:	
Section (1) General Criteria	10
Section (2) Outdoor Recreation, Natural and Cultural Resources	12
Section (3) Community Planning	27
Section (4) Project Excellence	36
Exhibits	37
Sample Letter Requesting Willing Owner Statement	39
Sample Willing Owner Statement	40
Sample Application Transmittal Letter	41
FCT Staff Contacts	42

Completing Application Form FCT-5

This guide contains instructions for completing Application Form FCT-5. Please review all instructions before preparing the application. Do not alter the application's original language or format. Type responses directly on the form using "insert" mode to prevent lines from shifting. The original application must include a transmittal letter on local government or nonprofit letterhead signed by the appropriate official or administrator. The transmittal letter must identify the key contact person and include a statement binding the applicant to fulfill all the commitments made in the application. Partnership applications must include a transmittal letter from each partner.

Florida Communities Trust Florida Forever Program Parks and Open Space

Application Form FCT-5

Incorporated by reference in Rule 9K-7.003(1)

1. PROJECT NAME _____

(Descriptive project name)

Instructions:

Provide a Project Site name. Pick a distinctive name that reflects a project's specific feature, intended use, or unique history, and is easily identifiable to the community. Please limit project name to no more than 40 characters.

2. APPLICANT NAME _____

(Name of Local Government or Nonprofit Environmental Organization)

If Nonprofit Environmental Organization, also provide the required information requested on Exhibits M and N.

Instructions:

Provide the name of the Local Government or Nonprofit Environmental Organization applying to FCT.

3. PARTNERSHIP APPLICATION

Is this a Partnership Application between two or more Local Governments or Nonprofit Environmental Organizations?

YES _____ NO _____

If yes, provide the name(s) of the Local Government(s) or Nonprofit Environmental Organization(s). Also, provide an application transmittal letter from the partnering agency.

Instructions:

A partnership application is submitted by two or more eligible applicants. Partnerships can be created when a Project Site is located within more than one Local Government or when there is a match contribution or management interest by one of the partners. If one partner is a Nonprofit Environmental Organization, provide the required documentation in Exhibits M and N.

4. KEY CONTACT PERSON

Note: The key contact is required to be an employee of the Local Government or designated representative of the Nonprofit Environmental Organization. Identify only **one** key contact person.

Key Contact Name _____

First

Middle Initial

Last

Title _____

Department/Nonprofit Environmental Organization _____

Mailing Address _____

City _____, FL Zip Code _____

Phone Number _____

E-mail Address _____

Chief Administrator for the Local Government

Name _____ Phone Number _____

Note: *If the Applicant's principal office address is a post office box, a delivery address is also required.*

Delivery Address _____

City _____, FL Zip Code _____

Instructions:

The key contact serves as the official liaison between the applicant and FCT. The key contact must be a local government employee or the designated representative of a nonprofit environmental organization and should be able to respond quickly to inquiries. Private consultants cannot be key contacts.

5. PROJECT SITE LOCATION

County _____ Section _____ Township _____ Range _____

Note: *Cite only one Section, Township and Range to indicate where all or most of the project acreage is located. Include all directional designations (Township either North or South – Range either East or West).*

Instructions:

Provide the County and Section, Township and Range information. Include all directional designations (Township either North or South and Range either East or West).

6. TOTAL PROJECT ACREAGE

Indicate the approximate acreage of the Project Site. _____ Acres

Instructions:

Provide the Project Site's total approximate acreage. The acreage total should include any property used as match, as FCT requires this land to be included in the FCT site boundaries.

7. ACQUISITION TYPE

The Applicant must fill out one or more of the following acquisition types, as appropriate.

The use of *condemnation* or the *threat of condemnation* is not considered a Voluntarily-Negotiated Transaction. Parcels acquired under these conditions do not qualify for Acquisition or Reimbursement under the FCT program.

_____ PRE-ACQUIRED

The entire Project Site has been Pre-acquired by the Applicant through a Voluntarily-Negotiated Transaction within 24 months prior to the application deadline.

_____ PARTIAL PRE-ACQUIRED

A portion of the Project Site has been Pre-acquired by the Applicant through a Voluntarily-Negotiated Transaction within 24 months prior to the application deadline.

_____ REIMBURSEMENT ACQUISITION

The entire Project Site or the remaining un-acquired parcel(s) in the Project Site will be acquired by the Applicant through a Voluntarily-Negotiated Transaction and will be reimbursed by FCT after the Acquisition is completed.

JOINT ACQUISITION

The entire Project Site or remaining un-acquired parcel(s) will be a Joint Acquisition with both FCT and the Applicant participating in the Acquisition process.

_____ Number of separate ownerships to be acquired within the Project Site.

Note: For a Project Site that consists of eleven or more ownerships, the Applicant will be required to act as the lead party responsible for the Acquisition activities.

Instructions:

Pre-acquired: Check this block if the applicant has acquired the entire Project Site through a voluntarily-negotiated transaction within 24 months prior to the application deadline. Provide copies of signed closing statements for each parcel on Exhibit P. If a closing statement is not available by the application deadline, include a copy of the contract for each parcel. FCT must receive copies of closing statements within 14 days after the application deadline.

Partial Pre-acquired: Check this block if the applicant has acquired part of the Project Site through a voluntarily-negotiated transaction within 24 months prior to the application deadline. Provide copies of signed closing statements for each parcel on Exhibit P. If a closing statement is not available by the application deadline, include a copy of the contract for each parcel. FCT must receive copies of closing statements within 14 days after the application deadline. If you check this block, please remember to check either the reimbursement or joint acquisition blocks depending on how the rest of the Project Site will be acquired.

Reimbursement: Check this block if the applicant will acquire all or part of the Project Site through a voluntarily-negotiated transaction after the application deadline and will request reimbursement from FCT.

Joint: Check this block if both FCT and the applicant will participate in the acquisition process.
Number of separate ownerships: Provide the number of separate ownerships within the Project Site. FCT requires applicants to be the lead party for acquisition for projects that consist of eleven or more ownerships.

8. ESTIMATED PROJECT COSTS

Enter an amount on each line and round to the nearest hundred dollars.

- a. **Land purchase price** (estimated or actual) \$ _____
- b. **Acquisition costs** (estimated or actual)
Cost of certified survey(s), appraisal(s), appraisal review(s), title report(s), title insurance premium(s), environmental audit(s), and Applicant's acquisition agent(s) fees or commission. \$ _____
- c. **Total Project Costs** [Add a. and b.] \$ _____

Instructions:

Identify the eligible costs associated with acquiring the Project Site. While these costs are estimates, they are the basis for the requested grant award amount and should be as realistic as possible. Consult with FCT staff or other knowledgeable persons for help with estimating these costs.

a. **Land purchase price:** This is the actual or estimated purchase price for the site. FCT does not encourage an appraisal of the property at the time the application is submitted. Possible sources for this price include the local property appraiser's office, the applicant's acquisition staff, local appraisers or other real estate professionals. The final negotiated purchase price will be based on market value appraisals.

b. Acquisition costs:

1. **Cost of certified surveys:** Sources of information include local surveyors, engineers, or applicant staff. **Cost of appraisal and review:** Sources of information include the Property Appraiser's Office, local appraisers or FCT acquisition staff. FCT requires two appraisals if a parcel has a value equal to or greater than \$500,000.
2. **Cost of title report(s) and insurance:** Sources of information include local title companies, a local government's real estate department, or real estate attorneys. This estimate should be the promulgated title insurance rate based on the estimated purchase price of all parcels.
3. **Cost of environmental audit(s):** Sources of information include environmental site assessment companies and engineers.
4. **Acquisition agent fees or commissions:** Reasonable acquisition fees and commissions paid by the applicant are eligible project costs. Obtain estimates or information for these expected costs from FCT acquisition staff.

c. Total Project Costs: Add the land purchase price and acquisition costs to obtain the total project costs.

9. AWARD AMOUNT AND MATCH

	Dollar Amount	Percentage of Award
a. FCT grant award amount (1)	\$ _____	_____ % (2 decimal places)
b. Match amount (2)	\$ _____	_____ % (2 decimal places)
c. Total Project Costs [Add a. and b.] (Should equal 8.c above)	\$ _____	100%

(1) The total amount of any Award or combination of Awards applied for by any Local Government(s) or Nonprofit Environmental Organization(s) under any Application(s) or Partnership Application(s) for any project(s) shall not exceed five million dollars (\$5,000,000.00) during any one cycle.

(2) A 25% minimum Match is required except for Awards to counties with a population of 75,000 or fewer, municipalities with a population of 10,000 or fewer, and qualified Nonprofit Environmental Organizations. Florida Forever Funds cannot be used as Match.

Instructions:

- a. FCT grant award amount: That portion of the total project costs requested from FCT. Divide the award amount requested from FCT by the total project costs. Carry out and round down to two decimal places.
- b. Match amount: That portion of the total project costs contributed by the applicant. Applicants must match at least 25% unless they are specifically excluded from doing so by (2) above. Enter a zero in this section if no match is required. Divide the amount of match by the total project costs. Carry out and round to two decimal places.
- c. Total Project Costs: Add the FCT award amount to the match amount. This total must equal 100%. Note: Try to work out the total project costs in a way that eliminates fractional percentages.

10. SOURCE OF MATCH

Check the appropriate response(s) below to indicate eligible source(s) of Match:

- _____ Existing or future cash from the Applicant.
 - _____ Value of real property owned by the Applicant in a qualified pre-acquisition.
- Note:** Include lands within the Project Site that were Pre-acquired within 24 months prior to the application deadline that are to be used as part of the Match.

- _____ Cash or grant from federal, state, regional, county, municipal, or other agency.
- _____ Cash from a private Donation.
- _____ Value of real property donated by the landowner in a documented bargain sale or Donation agreement.

Note: *If the source of the Match is from a third party, provide documentation indicating source and amount.*

Instructions:

Check all blocks that apply. Eligible sources of match may include funds from local governments, nonprofit environmental organizations, state or federal grants, private cash donations, or value of real property donated by the landowner provided said property has been acquired in a documented bargain sale or by a donation agreement.

Any real property used as match must be included as part of the Project Site and will be subject to the same conditions as the entire Project Site at the time the FCT grant is awarded. Provide a copy of the donation agreement letter on Exhibit P. If funds are to come from cash or grants from a regional, state, county, municipal, or federal agency, provide a letter from the agency clearly committing to the funds in a supplemental exhibit.

11. OTHER FUNDING SOURCES

Have you applied for funding or received other grant funding for Acquisition for this project through another federal, state, regional, county, municipal, or other land acquisition program(s) or agency(s)?

YES _____ **NO** _____

If yes, provide the name(s) of the agency(s) or land acquisition program(s) to which you have applied or received funding.

If you have or will receive other grant funds for the Acquisition of the Project Site, please provide a table listing the:

- Acquisition cost for the Project Site;
- Funds the Applicant provided towards the acquisition costs;
- Funds from other sources used in the Acquisition; and
- The appraised value of the Project Site.

Instructions:

Indicate whether the applicant has applied, or plans to apply, to other federal, state, regional, county, or municipal land acquisition programs to buy land within the Project Site. Identify the date of application, the name of the land acquisition program, and whether the Project Site has been selected for funding, if applicable. Outline the actual or estimated project funds provided by the applicant, funds provided by other sources and the appraised value, if known.

OWNERSHIP AND ACQUISITION PLAN

List all property owners and parcel tax identification numbers for all parcels. If the project has been Pre-acquired, provide the closing date and a copy of the signed closing statement on Exhibit P.

An Acquisition Plan is required for Project Sites with multiple parcels or owners to identify the priority parcel(s) and the general acquisition order of other parcels to ensure that, in the event that all parcels cannot be acquired, the purposes of the project can be achieved.

List the specific order in which the parcels in the project will be acquired. Acquisition of the Project Site will begin with the priority 1 parcel(s). Parcels may be grouped by priority and more than one parcel may be categorized as priority 1, 2, 3, etc.

The use of *condemnation* or the *threat of condemnation* is not considered a Voluntarily-Negotiated Transaction. Parcels acquired under these conditions do not qualify for Acquisition or Reimbursement under the FCT program.

Requirement: Provide a willing owner letter for all parcels listed below (Exhibit O).

Priority	Owner's Name	Parcel Tax ID Number	Date of Closing
_____	_____	_____	_____
	Owner's Mailing Address		Phone
	_____		_____
Priority	Owner's Name	Parcel Tax ID Number	Date of Closing
_____	_____	_____	_____
	Owner's Mailing Address		Phone
	_____		_____
Priority	Owner's Name	Parcel Tax ID Number	Date of Closing
_____	_____	_____	_____
	Owner's Mailing Address		Phone
	_____		_____
Priority	Owner's Name	Parcel Tax ID Number	Date of Closing
_____	_____	_____	_____
	Owner's Mailing Address		Phone
	_____		_____

Use additional pages if needed

Instructions:

The ownership and acquisition plan should include all owners within the Project Site. The acquisition plan identifies the Project Site's priority parcels and outlines their general acquisition order to ensure the purposes of the project can be achieved if all parcels cannot be acquired.

PROJECT SUMMARY

In the space below: Provide a discussion of the purposes of the project, existing and future uses, existing and proposed physical improvements, natural and historic resources, and resource protection and enhancement activities.

Include the size of any existing or proposed buildings. Indicate if any easements, concessions, or leases exist or are proposed.

The project summary is to be no more than one page.

Instructions:

The project summary provides an overview of the Project Site's purpose. This information, along with the responses to the evaluation criteria and the conceptual site plan (Exhibit K), will be used as the basis for the project's management plan.

PROJECT EVALUATION CRITERIA

Answer the following questions, as applicable to the proposed project. Where requested, provide references to the Local Comprehensive Plan, support documentation or attached Exhibits.

Note: Provide a response to each of the following criteria, either yes or no. If the answer to a criterion is checked no, move to the next question. If the answer to a criterion is checked yes, provide a response as appropriate and limit your response to **no more than ½ page**. **Any criterion that is not addressed or is left blank will not be evaluated and no points will be awarded.**

Documentation Provided: The Applicant shall check either **Yes** or **No** to whether the required documentation is provided. If **Yes**, the Applicant shall identify in which Exhibit the documentation is located. **If documentation is not provided, no points shall be awarded.**

(1) GENERAL CRITERIA SECTION

(a) Pre-acquired project: Has the **entire** Project Site been Pre-acquired by the Applicant within 24 months prior to the application deadline? (10 points);

YES _____ NO _____

If **yes**, provide a copy of the closing statement on Exhibit P.

Instructions:

Provide copies of signed closing statements for each pre-acquired parcel in Exhibit P. If closing statements are not available by the application deadline, provide copies of the contacts for each pre-acquired parcel. Provide the required closing statements within 14 days after the application deadline.

(b) The Project Site has **not** been the subject of a land use or zoning change that would allow an increase of either allowable density or intensity within the last three (3) years prior to the application deadline. (5 points)

YES _____ NO _____

If **yes**, provide a letter from the local government planning department stating that the Project Site has not been the subject of a land use or zoning change that would allow an increase of either allowable density or intensity within the last three (3) years prior to the application deadline.

Was the documentation provided in the grant application?

YES _____ Documented in Exhibit _____.

NO _____ If a copy of the required letter from the planning department is not provided, no points will be awarded.

Instructions:

Contact the planning department for the local government(s) having jurisdiction over the Project Site to obtain the required letter(s). The letter should be on letterhead and signed by the local government planning director. **If the application does not include the required letter, no points will be awarded for this criterion.**

(c) Is the Project Site part of a Phased Project and is adjacent (or adjacent through public ownership) to a park or conservation lands that were previously acquired with FCT funds? (5 points)

YES _____ NO _____

If **yes**, identify the project number of the previously funded FCT project and describe the phased nature of the project. Provide an exhibit that shows the Project Site and the parcel(s) that were previously acquired with FCT funds.

Instructions:

Show the current Project Site and any previously-acquired FCT parcels on either the conservation and recreation lands map (Exhibit I) or the conceptual site plan (Exhibit K). Describe how the current project is designed as a phased project. If the current project and previously acquired FCT parcels are adjacent through public ownership, show the adjacent public lands on all maps as well. **If the application does not include the required maps, no points will be awarded for this criterion.**

(d) The Applicant is committed to providing:
Check yes to only one of the following, if applicable.

(1) Local Government (medium to large):
Counties with a population of more than 75,000, municipalities with a population of more than 10,000.

a. A Match of 40 to 49% of the total Project Costs. (10 points)
YES _____ **NO** _____

b. A Match of 50 to 59% of the total Project Costs. (20 points)
YES _____ **NO** _____

c. A Match of 60% or more of the total Project Costs. (25 points)
YES _____ **NO** _____

Instructions:

Coordinate this response with the match percentage provided in Section 9 of the application form.

(2) Small Local Government or Nonprofit Environmental Organization:
Counties with a population of 75,000 or less, municipalities with a population of 10,000 or less.

a. A Match of 10 to 19% of the total Project Costs. (10 points)
YES _____ **NO** _____

b. A Match of 20 to 29% of the total Project Costs. (20 points)
YES _____ **NO** _____

c. A Match of 30% or more of the total Project Costs. (25 points)
YES _____ **NO** _____

Instructions:

Coordinate this response with the match percentage provided in Section 9 of the application form.

(e) The grant award amount requested is within the following thresholds
Check yes to only one of the following, if applicable.

(1) The Applicant is requesting a grant award amount that does not exceed \$1,500,000.00 (8 Points);
YES _____ **NO** _____

(2) The Applicant is requesting a grant award amount that does not exceed \$2,500,000.00 (4 Points);
YES _____ **NO** _____

(3) The Applicant is requesting a grant award amount that does not exceed \$3,500,000.00 (2 Points);
YES _____ **NO** _____

Note: FCT will not participate in project costs that exceed the grant award amount.

Instructions:

Coordinate this response with the match percentage provided in Section 9 of the application form.

(f) Is this the Applicant's first Application to FCT, or has the Applicant previously submitted an Application that was either not funded or was funded but not acquired? (5 points)

Note: In the case of a Partnership Application, if any of the partners have received funding and the Project Site was acquired, then no points will be awarded.

YES _____ **NO** _____

Instructions:

Check yes if FCT did not fund your past application or funded an application but was unable to acquire the project. If **any** partner has received past FCT funding and the Project Site was acquired, points will not be awarded for this criterion. Contact FCT at (850) 922-2207 to determine whether you previously applied for or received FCT grant funds.

(g) Will the Project Site provide an alternative to the fee simple acquisition of land by acquiring a conservation easement over at least 25 percent of the Project Site, with a minimum of at least five acres placed in a conservation easement? (5 points).

YES _____ NO _____

If **yes**, locate the proposed area to be acquired in less than fee on Exhibit D, discuss the purpose of the conservation easement, and provide a letter in Exhibit O from the owner expressing their willingness to sell a conservation easement over that parcel.

Was the documentation provided in the grant application?

YES _____ Documented in Exhibit D and O.

NO _____ If the required willing seller letter and a map showing the proposed conservation easement area(s) are not provided, no points will be awarded.

Instructions:

Check yes if the entire Project Site, or at least 25 percent of it (with a minimum of 5 acres), will be acquired through a conservation easement. Show the easement's location on the county tax appraiser map (Exhibit D) and include a letter from the property owner(s) stating that the entire Project Site, or at least 25 percent (5 acre minimum), will be acquired less than fee. **If the application does not include the required map and willing seller letter(s), no points will be awarded for this criterion.**

(2) OUTDOOR RECREATION, NATURAL AND CULTURAL RESOURCES SECTION

This section identifies whether Acquisition of the Project Site furthers the provision of Outdoor Recreation facilities and open space and the preservation of natural and cultural resources. All proposed recreation facilities are required to be designed with as minimal disturbance as possible to natural resources on the Project Site.

(a) Providing Outdoor Recreation and Open Space

1. The Project Site provides functional land-based walking, nature, bike, equestrian, or multi-use trails:

a. Will the Project Site contain a functional walking, nature, bike, equestrian, or multi-use trail? (2 points)

YES _____ NO _____

If **yes**, show the proposed trail on the conceptual site plan, Exhibit K.

Was the documentation provided in the grant application?

YES _____ Documented in Exhibit K.

NO _____ If the proposed trail is not shown on the conceptual site plan, no points will be awarded.

Instructions:

The proposed trail must be located on the Project Site and be designed with minimal disturbance to any natural resources. Please show the trail on the conceptual site plan (Exhibit K). **If the proposed trail is not shown in Exhibit K, no points will be awarded for this criterion.**

b. Will the Project Site contain a functional trail that is at least one-half mile in length? (5 points)

YES _____ NO _____

If **yes**, show the proposed trail on the conceptual site plan, Exhibit K. Provide a scale that clearly shows that the trail is at least one-half mile in length.

Was the documentation provided in the grant application?

YES _____ Documented in Exhibit K.

NO _____ If the proposed trail is not shown on the conceptual site plan, no points will be awarded.

Instructions:

The proposed trail must be located on the Project Site, be **at least** one-half mile (2,640 feet) in length, and be designed with minimal disturbance to any natural resources. Please show the proposed trail on the conceptual site plan (Exhibit K). Please include a scale on Exhibit K so FCT staff can verify the proposed trail's length. **If the proposed trail is not shown on Exhibit K, no points will be awarded for this criterion.**

c. Will benches be provided along the trail? (2 points)

YES _____ NO _____

Instructions:

The Project Site should contain at least two benches along the trail. Show the proposed benches on the conceptual site plan (Exhibit K).

d. Will a water fountain be provided at the trailhead or along the trail? (1 point)

YES _____ NO _____

Instructions:

Show the proposed water fountain on the conceptual site plan (Exhibit K).

2. The Project Site provides Outdoor Recreation Facilities such as picnic pavilion, fishing pier, boat ramp, wildlife observation platform, playground, basketball courts, or volleyball courts.

Check yes to only one of the following, if applicable.

a. Will the Project Site provide two different types of recreational facilities? (7 points)

YES _____ NO _____

If yes, describe what facilities will be provided. Show the proposed facilities on the conceptual site plan, Exhibit K.

Was the documentation provided in the grant application?

YES _____ Documented in Exhibit K.

NO _____ If the proposed facilities are not shown on the conceptual site plan, no points will be awarded.

Instructions:

The response should describe the two recreation facilities that will be provided on the Project Site and show the structures on the conceptual site plan (Exhibit K). Facilities must be **permanent structures** that are compatible with the project and designed with minimal disturbance to any natural resources. In addition, these structures must be of different facility types to qualify for points. For example, a picnic pavilion and a wildlife observation platform would count as two facilities. Two picnic pavilions would not count because they are the same facility type.

Trails and benches are **not** considered recreational facilities under this criterion and are awarded points under Criteria 2a1a-c. **If all proposed facilities are not shown on the conceptual site plan, no points will be awarded for this criterion.**

b. Will the Project Site provide three different types of recreational facilities? (8 points)

YES _____ NO _____

If yes, describe what facilities will be provided. Show the proposed facilities on the conceptual site plan, Exhibit K.

Was the documentation provided in the grant application?

YES _____ Documented in Exhibit K.

NO _____ If the proposed facilities are not shown on the conceptual site plan, no points will be awarded.

Instructions:

The response should describe the three outdoor recreation facilities that will be provided on the Project Site and show the structures on the conceptual site plan (Exhibit K). Facilities must be **permanent structures** that are compatible with the project and designed with minimal disturbance to any natural resources. In addition, these structures must be of different facility types to qualify for points. For example, a picnic pavilion, wildlife observation platform, and a boat ramp would count as three facilities. Three picnic pavilions would not count because they are the same facility type. Trails and benches are **not** considered recreational facilities under this

criterion and are awarded points under Criteria 2a1a-c. **If all proposed facilities are not shown on the conceptual site plan, no points will be awarded for this criterion.**

c. Will the Project Site provide four or more different types of recreational facilities? (9 points)

YES _____ NO _____

If yes, describe what facilities will be provided. Show the proposed facilities on the conceptual site plan, Exhibit K.

Was the documentation provided in the grant application?

YES _____ Documented in Exhibit K.

NO _____ If the proposed facilities are not shown on the conceptual site plan, no points will be awarded.

Instructions:

The response should describe the four or more outdoor recreation facilities that will be provided on the Project Site and show the structures on the conceptual site plan (Exhibit K). Facilities must be **permanent structures** that are compatible with the Project Site and designed with minimal disturbance to any natural resources. In addition, these structures must be of different facility types to qualify for points. For example, a picnic pavilion, wildlife observation platform, boat ramp, and baseball field would count as four facilities. Four picnic pavilions would not count because they are the same facility type. Trails and benches are **not** considered recreational facilities under this criterion and are awarded points under Criteria 2a1a-c. **If all proposed facilities are not shown on the conceptual site plan, no points will be awarded for this criterion.**

3. Will the Project Site provide access facilities to an existing open water shoreline or beach, such as a fishing pier, boat ramp, canoe/kayak launching facility, observation platform, dock or dune walkover? (10 Points)

YES _____ NO _____

If yes, describe what shoreline access facility will be provided. Show the proposed facility on the conceptual site plan, Exhibit K.

Was the documentation provided in the grant application?

YES _____ Documented in Exhibit K.

NO _____ If the proposed water access facility is not shown on the conceptual site plan, no points will be awarded.

Instructions:

Describe the proposed water access facility located on the Project Site and show it on the conceptual site plan (Exhibit K). **If the water access facility is not shown on Exhibit K, no points will be awarded for this criterion.**

4. Furthers Outdoor Recreation, public water access or open space within an Urban Area. Points may be awarded based on the following criteria:

a. Is the Project Site located within an Urban Service Area? (5 points)

YES _____ NO _____

If yes, describe the existing Urban Service Area. Provide a copy of the future land use map and an aerial photograph that clearly identifies the Project Site and the surrounding area.

Was the documentation provided in the grant application?

YES _____ Documented in Exhibit _____.

NO _____ If the required future land use map and aerial photograph identifying the Project Site and the surrounding area are not provided, no points will be awarded.

Instructions:

Show the Project Site's boundaries on the future land use map (Exhibit H) and on an aerial photograph in Exhibit E. The Project Site must be within an existing Urban Service Area to qualify for points. **If the required map and aerial photograph both showing the project's boundaries are not included in the application, no points will be awarded for this criterion.**

b. Is the Project Site located within an Urban Service Area and also within one-half mile of a built-up commercial or industrial Urban Area? (5 points)

YES _____ NO _____

If yes, describe the existing Urban Service Area. Provide a copy of the future land use map that clearly identifies the Project Site, an aerial photograph of the Project Site and the surrounding area, and photographs of the surrounding built-up commercial or industrial area. On either the future land use map or the aerial photograph, include a scale that clearly shows that the Project Site is within one half mile of built-up commercial or industrial Urban Area.

Was the documentation provided in the grant application?

YES _____ Documented in Exhibit _____.

NO _____ If the required future land use map and aerial photograph that identify the Project Site and surrounding area and photographs of the surrounding built-up commercial or industrial area are not provided, no points will be awarded.

Instructions:

Show the Project Site's boundaries on both the future land use map (Exhibit H) and on an aerial photograph in Exhibit E. Indicate the straight-line distance between the FCT project and the built-up commercial or industrial area and provide a scale on all maps. Provide clearly labeled photographs of the built-up area in Exhibit L. The Project Site is not eligible for points unless it achieved Criterion 2a4a. **If the required map and aerial photograph showing the Project Site's boundaries and labeled photographs are not included in the application, no points will be awarded for this criterion.**

(b) Connectivity

1. Will the Project Site be connected to adjacent neighborhoods by an existing sidewalk(s) or a proposed sidewalk(s) that is within an existing right-of-way? (5 points)

YES _____ NO _____

If yes, show the existing sidewalk on the conceptual site plan, Exhibit K, and provide photographs of the sidewalk. If the sidewalk is proposed: provide a right-of-way map that documents that sufficient public right-of-way exists to accommodate the future sidewalk, provide a letter from the Public Works Director that a sidewalk can be constructed within the existing road right-of-way, a letter from the Local Government that the proposed sidewalk will be constructed within five years of the acquisition of the Project Site and a map showing the connection to a sidewalk network in the area.

Was documentation provided in the grant application?

YES _____ Documented in Exhibit _____

NO _____ If pictures of the existing sidewalk or documentation for the proposed sidewalk, including right-of-way map of the existing right-of-way, letter from the Public Works Director, a commitment letter from the Local Government, and a map showing the connection to a sidewalk network in the area are not provided, no points will be awarded.

Instructions:

Documentation required for existing sidewalk:

The response should describe how the existing sidewalk connects to the project to surrounding neighborhoods. Show the existing sidewalk on the conceptual site plan (Exhibit K). Provide clearly labeled photographs of the existing sidewalk in Exhibit L.

Documentation required for proposed sidewalk:

1. Right-of-way map that documents that sufficient right-of-way exists to accommodate the future sidewalk.
2. Letter from the Public Works Director that a sidewalk can be constructed within the existing right-of-way.
3. Letter from the Local Government stating the sidewalk will be constructed within 5 years of acquisition of the Project Site.
4. Map showing the proposed sidewalk's connection to the existing sidewalk network in the area.

If the sidewalk must cross a two-lane road to access the Project Site, include a commitment to provide a pedestrian crosswalk. If the sidewalk must cross a multi-lane highway, include a commitment to provide a signalized crosswalk. FCT does not consider multi-use trails as sidewalks. **If the application does not include the required documentation for existing or proposed sidewalks, as applicable, no points will be awarded for this criterion.**

2. Provides Outdoor Recreation areas or open space adjacent to other publicly-owned upland areas:

a. Is the Project Site adjacent to an existing publicly-owned infrastructure facility, such as a fire station, police station, museum, school or library? (3 points)

YES _____ NO _____

If yes, show the existing publicly-owned infrastructure facility and its relationship to the Project Site on a map or aerial photograph. Provide photographs of the publicly-owned infrastructure facility.

Was the documentation provided in the grant application?

YES ___ Documented in Exhibit _____.

NO ___ If the required map or aerial photograph showing the publicly-owned facility's relationship to the Project Site and photographs are not provided, no points will be awarded.

Instructions:

The response should describe how the Project Site will provide recreation and open space opportunities to the adjacent public facility. Show the Project Site boundaries and the adjacent facility on the conceptual site plan (Exhibit K) or an aerial photograph in Exhibit E. **If the required map or aerial photograph showing the Project Site's boundaries is not included in the application, no points will be awarded for this criterion.**

b. Is the Project Site adjacent to existing publicly-owned conservation or recreation lands? (5 points)

YES _____ NO _____

If yes, show the existing publicly-owned open space, such as a park, nature preserve, or conservation land in relationship to the Project Site on Exhibit I or aerial photograph.

Was the documentation provided in the grant application?

YES ___ Documented in Exhibit I and _____.

NO ___ If the required map or aerial photograph showing the Project Site relationship to the adjacent publicly-owned conservation or recreation lands are not provided, no points will be awarded.

Instructions:

The response should describe how the Project Site will provide recreation and open space opportunities to the adjacent public conservation or recreation area. Show the Project Site's boundaries and the boundaries of the adjacent public lands on either the conservation and recreation lands map (Exhibit I) or an aerial photograph in Exhibit E. **If the application does not include the required map or aerial photograph showing the project boundaries, no points will be awarded for this criterion.**

3. Is the Project Site adjacent to publicly-owned lands, excluding road right-of-ways, that contain a Recreational Trail that connects to an existing local, regional or statewide land-based Recreational Trail System or lands that are located within the Preferred Routing Corridor of the Florida National Scenic Trail? (5 points)

YES _____ NO _____

If yes, identify the local, regional or statewide trail system and discuss how the project will enhance the system. Provide a map of the adjacent publicly-owned lands, Exhibit I, and the trail system on those lands and identify the location of the Project Site.

Note: A Recreational Trail does not include canoe trails, sidewalks, or bike lanes on the road.

Was the documentation provided in the grant application?

YES ___ Documented in Exhibit I and _____.

NO ___ If the trail system map identifying the adjacent publicly-owned lands, the trail system, and Project Site is not provided, no points will be awarded.

Instructions:

The response should describe how the Project Site will enhance an existing local, regional or statewide land-based trail network or the Florida National Scenic Trail (FNST). The Project Site must connect to an existing trail system, extend or close gaps in an existing trail system, or provide trailhead or trailside facilities. Show the Project Site and its relationship to the trail network on the conservation and recreation lands map (Exhibit I). If the Project Site enhances the FNST, provide a Preferred Corridor Routing Map showing the project's boundaries in Exhibit I. **If the application does not include the required maps showing the Project Site boundaries, no points will be awarded for this criterion.**

4. Is the Project Site adjacent to publicly-owned lands that expand a local, regional or statewide Ecological Corridor? (5 points)

YES _____ NO _____

If yes, show the local, regional or statewide Ecological Corridor and its relationship to the Project Site on Exhibit I. Discuss how the Project Site will expand the Ecological Corridor.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit I

NO ___ If the required Ecological Corridor map that includes the adjacent publicly-owned lands and the Project Site is not provided, no points will be awarded.

Instructions:

Show the Project Site and its relationship to the publicly-owned ecological corridor on the conservation and recreation lands map (Exhibit I). The Project Site must be adjacent to other publicly-owned conservation lands and be within the boundaries of a designated ecological corridor to qualify for points. For FCT evaluation purposes, ecological corridors do not include blueways or canoe trails. **If the application does not include the required map showing the Project Site boundaries, no points will be awarded for this criterion.**

5. Does the Project Site enhance a State Designated Paddling Trail by providing facilities, including a paddling trail sign, canoe/kayak launch, and restrooms? (5 points)

YES _____ NO _____

If yes, include a commitment to provide paddling trail sign, canoe/kayak launch, and restrooms on the Project Site and show the facilities on Exhibit K. Provide a map of the State Designated Paddling Trail and identify the location of the Project Site. Provide documentation that the trail has been designated by the Office of Greenways and Trails.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit K and ___

NO ___ If the required paddling trail map and letter from the Office of Greenways and Trails and the conceptual site plan are not provided, no points will be awarded.

Instructions:

The Project Site must be adjacent to a state-designated paddling trail and contain a paddling trail sign, canoe/kayak launch, and restrooms to qualify for points. Show the required facilities on the conceptual site plan (Exhibit K) and provide a letter and map from the Office of Greenways and Trails (OGT) that the adjacent paddling trail is state designated. Contact Heather Pence at OGT at 1-877-822-5208 or heather.pence@dep.state.fl.us well in advance of the application deadline for the required information. State paddling trails must be currently designated to qualify for points. **If the required facilities are not shown on Exhibit K and the OGT letter and map are not included in the application, no points will be awarded for this criterion.**

(c) Educational Opportunities

1. Will the Project Site include an interpretive kiosk intended to educate visitors about the natural environment or unique history of the area? (5 points)

YES _____ NO _____

If yes, describe the interpretive educational kiosk to be provided.

Instructions:

Describe the kiosk's content and locate the facility on the conceptual site plan (Exhibit K).

2. Will the Applicant provide at least six (6) environmental or historical education classes or programs per year at the Project Site conducted by trained educator(s) or resource professional(s)? (3 points)

YES _____ NO _____

If yes, identify who will be conducting the classes or programs; describe the classes or programs to be provided, and the frequency of the planned programs.

Instructions:

The response should describe the proposed educational program and target groups, and include the minimum 6 class requirement to qualify for points. Educational programs must be held on the Project Site, be regularly scheduled and focus on environmental education or historical interpretation, as applicable to the Project Site. If an entity other than the applicant is providing the program, provide a letter from that organization committing to this responsibility, including the minimum six classes per year. If this outside group ceases to provide the educational programs, the applicant will be responsible for them. Self-guided tours do not qualify.

3. Will the Project Site include a staffed Neighborhood Recreation Center, nature center, or museum building that provides year-round educational classes or programming?

Check yes to only one of the following, if applicable.

Note: *The building should be a minimum of 1,000 square feet and no larger than 15,000 square feet.*

a. Will the Applicant construct a new building of at least 1,000 square feet to house a staffed Neighborhood Recreation Center, nature center or museum that provides year-round educational classes or programming? (2 points)

YES _____ NO _____

If yes, describe the proposed building, the size of the proposed building, what type of program will be conducted and who will provide the programming. Locate the proposed new building on Exhibit K, the conceptual site plan. Provide a letter from the Applicant's senior administrator committing to the construction of the building.

Was the documentation provided in the grant application?

YES ___ Documented in Exhibit K and ____.

NO ___ If the proposed building is not located on the conceptual site plan and the commitment letter is not provided, no points will be awarded.

Instructions:

The response should describe the proposed building and what types of educational programs or classes will be provided there. Show the structure on the conceptual site plan (Exhibit K). The building must be located on the Project Site and must be at least 1,000 square feet but no larger than 15,000 square feet. Provide a letter from the Applicant's senior administrator committing to building the facility in a supplemental exhibit. The facility can include office and storage space only if used to support programs at the Project Site. **If the proposed structure is not shown on Exhibit K and the commitment letter is not included with the application, no points will be awarded for this criterion.**

b. Will the Applicant construct a new building of at least 1,000 square feet designed and constructed to meet the U.S. Green Building Council's (USGBC) Leadership in Energy and Environmental Design (LEED™) Green Building Rating System for New Construction and Major Renovations Version 2.2, to house a staffed Neighborhood Recreation Center, nature center or museum building that provides year-round educational classes or programming? (3 points)

YES _____ NO _____

If yes, describe the proposed facility, the size of the proposed facility, what type of programs will be conducted and who will provide the programming. Locate the proposed new building on Exhibit K, the conceptual site plan. Provide a letter from the Applicant's senior administrator committing to construct the building to meet the U.S. Green Building Council's (USGBC) Leadership in Energy and Environmental Design (LEED™) Green Building Rating System for New Construction and Major Renovations Version 2.2

Was documentation provided in the grant application?

YES ___ Documented in Exhibit K and ____.

NO ___ If the proposed building is not located on the conceptual site plan and the commitment letter is not provided, no points will be awarded.

Instructions:

The response should describe the proposed building and what types of educational programs will be provided there. Show the structure on the conceptual site plan (Exhibit K). The building must be located on the Project Site and be at least 1,000 square feet but no larger than 15,000 square feet. The facility can include office and storage space only if used to support programs on the Project Site. Provide a letter from the Applicant's senior administrator committing to build the facility to meet the USGBC LEED Green Building Rating System for New Construction and Major Renovations Version 2.2 is a supplemental exhibit. **If the proposed building is not shown**

on the conceptual site plan and the commitment letter is not included in the application, no points will be awarded for this criterion.

c. Will the Applicant use an existing building, that contains at least 1,000 square feet of enclosed area, for a staffed Neighborhood Recreation Center, nature center or museum building that provides year-round educational classes or programming? (6 points)

YES _____ NO _____

If **yes**, describe the existing facility, the size of the facility, what type of programs will be conducted and who will provide the programming. Locate the existing building on the conceptual site plan. Provide photographs of the building. Discuss any needed repairs or renovations. Provide a letter from the Applicant's senior administrator committing to the needed repairs or renovations.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit K.

NO ___ If the existing structure is not shown on the conceptual site plan, photographs of the existing building, and commitment letter (if required) are not provided, no points will be awarded.

Instructions:

The response should describe the existing building and any needed repairs, as well as what types of educational programs will be provided there. Show the structure on the conceptual site plan (Exhibit K). The building must be located on the Project Site and include at least 1,000 square feet, but no more than 15,000 square feet, of enclosed area. Provide clearly labeled photographs of the structure in Exhibit L. If renovations are required, include a letter from the Applicant's senior administrator committing to completing them in a supplemental exhibit.

The facility can include office and storage space only if used to support programs on the Project Site. **If the existing structure is not shown on the conceptual site plan, and clearly labeled photographs of the building and the required commitment letter are not included in the application, no points will be awarded for this criterion.**

d. The Applicant will use an existing building, that contains at least 1,000 square feet of enclosed area, for a staffed Neighborhood Recreation Center, nature center or museum building that provides year-round educational classes or programming and will retrofit the building to meet the U.S. Green Building Council's (USGBC) Leadership in Energy and Environmental Design (LEED™) Green Building Rating System for New Construction and Major Renovations Version 2.2. (7 points)

YES _____ NO _____

If **yes**, describe the existing facility, the size of the facility, what type of programs will be conducted and who will provide the programming. Provide a letter from the Applicant's senior administrator committing to retrofit the building to meet the U.S. Green Building Council's (USGBC) Leadership in Energy and Environmental Design (LEED™) Green Building Rating System for New Construction and Major Renovations Version 2.2. Locate the building on the conceptual site plan. Discuss any needed repairs or renovations. Provide photographs of the building.

Was the documentation provided in the grant application?

YES ___ Documented in Exhibit K

NO ___ If the proposed building is not located on the conceptual site plan, photographs of the existing building and the commitment letter are not provided, no points will be awarded.

Instructions:

The response should describe the existing facility and any needed repairs, as well as what types of educational programs will be provided there. Locate the structure on the conceptual site plan (Exhibit K) and provide clearly labeled photographs in Exhibit L. The building must be located on the Project Site and include at least 1,000 square feet, but no more than 15,000 square feet, of enclosed area. The facility can include office and storage space only if used to support programs on the Project Site. If repairs or renovations are required, provide a letter from the Applicant's senior administrator committing to retrofit the building to meet the USGBC LEED Green Building Rating System for New Construction and Major Renovations Version 2.2 in a supplemental exhibit.

If the existing structure is not shown on the conceptual site plan, and clearly-labeled photographs of the building and required commitment letter are not included in the application, no points will be awarded for this criterion.

(d) Natural and Biological Resources

1. Does seventy percent of the Project Site contain predominantly Natural Communities that have not been impacted by human disturbance or alteration? (5 points)

YES _____ NO _____

If yes, describe the various Natural Communities on the Project Site, including the quality of the communities, and the approximate acreage of each community. Describe the extent and acreage of the disturbances or alterations on the Project Site. Show the natural communities and disturbed areas on Exhibit F. Provide photographs of the natural communities. Discuss how the Project Site will be developed with minimal impact to the Natural Communities on the site.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit F.

NO ___ If documentation that the Project Site contains at least seventy percent Natural Communities and photographs of the Natural Communities area not provided, no points will be awarded.

Instructions:

The response should describe each natural community located on the Project Site, including approximate size in acres and condition. Discuss the extent, in acres, of any disturbances or alterations on the Project Site, including roads, structures, and exotic vegetation, as appropriate. Describe how site development will avoid any natural communities and how natural resources will be protected and managed. Locate the vegetative communities on the natural communities map (Exhibit F) using the Florida Natural Areas Inventory's Guide to the Natural Communities of Florida. The guide is available online at www.fnai.org/NaturalCommGuide.cfm. Provide clearly labeled photographs of all natural communities in Exhibit L. **If the required documentation and photographs are not included with the application, no points will be awarded for this criterion.**

2. Does the Project Site contain Habitat recognized as typically suitable for one or more Listed Animal Species? (3 points)

YES _____ NO _____

If yes, describe the Habitat on the Project Site, including the size in acres and the present condition of the Habitat. Identify any listed species that may use the site as Habitat. Discuss how the listed species Habitat will be protected and managed. Show the listed species habitat on Exhibit F. Provide photos of the listed species habitat.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit F.

NO ___ If documentation that the Project Site contains Habitat recognized as typically suitable for one of more Listed Animal Species is not provided, no points will be awarded.

Instructions:

Describe any listed species habitat that occurs on the Project Site using documentation from a biologist or other qualified resource. The Project Site must be of sufficient size to support a viable listed species population to qualify for points. A current list of imperiled species is available online from the Florida Fish and Wildlife Conservation Commission at www.myfwc.com/docs/WildlifeHabitats/Threatened_Endangered_Species.pdf. **If the required documentation is not included in the application, no points will be awarded for this criterion.**

3. Does the Project Site contain a Locally Significant Natural Area as identified by the Florida Natural Areas Inventory? (5 points)

YES _____ NO _____

If yes, provide a map and letter from the Florida Natural Areas Inventory that the Project Site contains a Locally Significant Natural Area.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit F.

NO ___ If the required letter and map from the Florida Natural Areas Inventory stating that the Project Site contains Locally Significant Natural Area are not provided, no points will be awarded.

Instructions:

The Project Site must include a Locally Significant Natural Area to qualify for points. The Florida Natural Areas Inventory (FNAI) provides online procedures for requesting Locally Significant Natural Area information for FCT applications at www.fnai.org/PDF/FCT_FNAI_Guidelines.pdf. Contact FNAI well in advance of the application deadline to request the required information. Include FNAI information in a supplemental exhibit. Any information included in the application must be based on a **new** request to FNAI for the current application cycle. Do not use information from previous FCT applications. **If the required FNAI letter and map are not included in the application, no points will be award for this criterion.**

4. Does the Project Site contain critical habitat typically suitable for one or more Listed Animal Species and is the site located in a Strategic Habitat Conservation Area, as identified by the Florida Fish and Wildlife Conservation Commission? **Check yes to only one of the following, if applicable.**

a. The Project Site contains Habitat recognized as typically suitable for one or more Listed Animal Species and less than twenty-five percent of the Project Site is currently located in, or was located in at the time of acquisition, a Strategic Habitat Conservation Area, as identified by the Florida Fish and Wildlife Conservation Commission. (2 points)

YES _____ NO _____

If yes, provide a map and letter from the Florida Fish and Wildlife Conservation Commission stating that the Project Site contains a Strategic Habitat Conservation Area.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required letter and map from the Florida Fish and Wildlife Conservation Commission stating that the Project Site contains a Strategic Habitat Conservation Area is not provided, no points will be awarded.

Instructions:

The Project Site must contain listed species habitat **and** a portion of the Project Site is designated as a Strategic Habitat Conservation Area (SHCA). If less than 25% of the site has been designated as a SHCA or was designated at time of acquisition, the Project Site qualifies for points under this criterion. Contact Jan Sterns with the FWCC at gisrequests@myfwc.com well in advance of the application deadline to request the required map and confirmation letter. Provide this information in a supplemental exhibit. FWCC requires county name; location maps; and section, township and range information. Any information included in the application must be based on a **new** request to FWCC for the current application cycle. Do not use information from previous FCT applications. **If the required FWCC letter and map is not included in the application, no points will be awarded for this criterion.**

b. The Project Site contains Habitat recognized as typically suitable for one or more Listed Animal Species and twenty-five to forty-nine percent of the Project Site is currently located in, or was located in at the time of acquisition, a Strategic Habitat Conservation Area, as identified by the Florida Fish and Wildlife Conservation Commission. (4 points)

YES _____ NO _____

If yes, provide a map and letter from the Florida Fish and Wildlife Conservation Commission stating that the Project Site contains a Strategic Habitat Conservation Area.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required letter and map from the Florida Fish and Wildlife Conservation Commission stating that the Project Site contains a Strategic Habitat Conservation Area is not provided, no points will be awarded.

Instructions:

The Project Site must contain listed species habitat **and** a portion of the Project Site is designated as a Strategic Habitat Conservation Area (SHCA). If at least 25%, but no more than 49%, of the site has been designated as a SHCA or was designated at time of acquisition, the Project Site qualifies for points under this criterion. Contact Jan Sterns with the FWCC at gisrequests@myfwc.com well in advance of the application deadline to request the required map and confirmation letter. Provide this information in a supplemental exhibit. FWCC requires county name; location maps; and section, township and range information. Any information included in the application must be based on a **new** request to FWCC for the current application cycle. Do not use information from previous FCT applications. **If the required FWCC letter and map is not included in the application, no points will be awarded for this criterion.**

c. The Project Site contains Habitat recognized as typically suitable for one or more Listed Animal Species and fifty percent or more of the Project Site is currently located in, or was located in at the time of acquisition, a Strategic Habitat Conservation Area, as identified by the Florida Fish and Wildlife Conservation Commission. (7 points)

YES _____ NO _____

If **yes**, provide a map and letter from the Florida Fish and Wildlife Conservation Commission stating that the Project Site contains a Strategic Habitat Conservation Area.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required letter and map from the Florida Fish and Wildlife Conservation Commission stating that the Project Site contains a Strategic Habitat Conservation Area is not provided, no points will be awarded.

Instructions:

The Project Site must contain listed species habitat **and** a portion of the Project Site is designated as a Strategic Habitat Conservation Area (SHCA). If 50% or more of the site has been designated as a SHCA or was designated at time of acquisition, the Project Site qualifies for points under this criterion. Contact Jan Sterns with the FWCC at gisrequests@myfwc.com well in advance of the application deadline to request the required map and confirmation letter. Provide this information in a supplemental exhibit. FWCC requires county name; location maps; and section, township and range information. Any information included in the application must be based on a **new** request to FWCC for the current application cycle. Do not use information from previous FCT applications. **If the required FWCC letter and map is not included in the application, no points will be awarded for this criterion.**

5. Does the Project Site contain land that will be managed in cooperation with Florida Division of Forestry's Forest Stewardship Program? (3 points)

YES _____ NO _____

If **yes**, provide a letter from the Florida Division of Forestry that the Project Site will be managed in cooperation with the Forest Stewardship Program.

Was the documentation provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required letter from the Florida Division of Forestry stating that the Project Site will be managed in cooperation with the Forest Stewardship Program is not provided, no points will be awarded.

Instructions:

If the entire Project Site, or a portion of it, qualifies for inclusion in the Division of Forestry's Forest Stewardship Program and the applicant commits to enroll the Project Site in the Forest Stewardship Program and manage the Project Site in coordination with the Division of Forestry, the Project Site would to qualify for points. Additional information on the Forest Stewardship Program is available online at: www.floridacommunitiestrust.org/ParksandOpenSpace/AppPrepResources.cfm. **If the required letter is not included in the application, no points will be awarded for this criterion.**

6. Does the Project Site contain priority habitat as identified by the Florida Fish and Wildlife Conservation Commission (FWCC) and managed in cooperation with FWCC's Landowner Assistance Program? (5 points)

YES _____ NO _____

If **yes**, provide a letter from the Florida Fish and Wildlife Conservation Commission stating that the Project Site contains priority habitat and will be managed in cooperation with the Landowner Assistance Program.

Was the documentation provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required letter from the Florida Fish and Wildlife Conservation Commission stating that the Project Site contains priority habitat and will be managed in cooperation with the Landowner Assistance Program is not provided, no points will be awarded.

Instructions:

If the entire Project Site, or a portion of it, qualifies for inclusion in the Fish and Wildlife Conservation Commission Landowner Assistance Program and the applicant commits to enroll the Project Site in the Commission Landowner Assistance Program and manage the Project Site in coordination with the Fish and Wildlife Conservation Commission, the Project Site would to qualify for points. Additional information on the Landowner Assistance

Program is available online at: www.floridacommunitiestrust.org/ParksandOpenSpace/AppPrepResources.cfm. **If the required FWCC letter is not included in the application, no points will be awarded for this criterion.**

(e) Vegetative Enhancement

1. Planting disturbed uplands with native vegetation.
Check yes to only one of the following, if applicable.

a. At least 1 acre of the disturbed upland area on the Project Site will be planted with native vegetation. (2 points)
YES _____ **NO** _____

If yes, state that at least one (1) acre of disturbed uplands on the Project Site will be planted and discuss the types of native plants and the approximate number to be planted. Show the approximate area to be planted on the conceptual site plan, Exhibit K. Provide photos of the disturbed area to be planted.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit K and ___

NO ___ If the proposed planting area is not shown on the conceptual site plan and photos of the disturbed area are not provided, no points will be awarded.

Instructions:

At least **one acre** of the Project Site's disturbed uplands must be planted to qualify for points. The response should include the number acres planted and describe the types and number of upland plants used. Show the proposed planting area on the conceptual site plan (Exhibit K) and provide clearly labeled photographs of the planting area in Exhibit L. Coordinate this response with Criterion 2d1 and the natural communities map (Exhibit F). **If the required maps and photographs are not included in the application, no points will be awarded for this criterion.**

b. At least 5 acres of the disturbed upland area on the Project Site will be planted with native vegetation. (5 points)
YES _____ **NO** _____

If yes, state that at least five (5) acres of disturbed uplands on the Project Site will be planted and discuss the types of native plants and the approximate number to be planted. Show the approximate area to be planted on the conceptual site plan, Exhibit K. Provide photos of the disturbed area to be planted.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit K and ___

NO ___ If the proposed planting area is not shown on the conceptual site plan and photos of the disturbed area are not provided, no points will be awarded.

Instructions:

At least **five acres** of the Project Site's disturbed uplands must be planted to qualify for points. The response should include the number acres planted and describe the types and number of upland plants used. Show the proposed planting area on the conceptual site plan (Exhibit K) and provide clearly labeled photographs of the planting area in Exhibit L. Coordinate this response with Criterion 2d1 and the natural communities map (Exhibit F). **If the required maps and photographs are not included in the application, no points will be awarded for this criterion.**

c. At least 10 acres of the disturbed upland area on the Project Site will be planted with native vegetation. (7 points)
YES _____ **NO** _____

If yes, state that at least ten (10) acres of disturbed uplands on the Project Site will be planted and discuss the types of native plants and the approximate number to be planted. Show the approximate area to be planted on the conceptual site plan, Exhibit K. Provide photos of the disturbed area to be planted.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit K and ___

NO ___ If the proposed planting area is not shown on the conceptual site plan and photos of the disturbed area are not provided, no points will be awarded.

Instructions:

At least **ten acres** of the Project Site's disturbed uplands must be planted to qualify for points. The response should include the number acres planted and describe the types and number of upland plants used. Show the proposed planting area on the conceptual site plan (Exhibit K) and provide clearly labeled photographs of the planting area in Exhibit L. Coordinate this response with Criterion 2d1 and the natural communities map (Exhibit F). **If the required maps and photographs are not included in the application, no points will be awarded for this criterion.**

2. Planting disturbed shorelines with native vegetation.

Check yes to only one of the following, if applicable.

a. At least 150 linear feet of the disturbed shoreline on the Project Site will be planted with native vegetation. (1 point)

YES _____ **NO** _____

*If **yes**, state that at least 150 linear feet of disturbed shoreline on the Project Site will be planted and discuss the types of native plants and the approximate number to be planted. Show the approximate area that will be planted on the conceptual site plan, Exhibit K. Provide photos of the disturbed area to be planted.*

Was documentation provided in the grant application?

YES ___ Documented in Exhibit K and ___

NO ___ If the proposed planting area is not shown on the conceptual site plan and photos of the disturbed area are not provided, no points will be awarded.

Instructions:

At least **150 linear feet** of Project Site's disturbed wetlands must be planted to qualify for points. The response should include the number of linear feet planted and describe the types and number of upland plants used. Show the proposed planting area on the conceptual site plan (Exhibit K) and provide clearly labeled photographs of the planting area in Exhibit L. Coordinate this response with Criterion 2d1 and the natural communities map (Exhibit F). **If the required maps and photographs are not included in the application, no points will be awarded for this criterion.**

b. At least 300 linear feet of the disturbed shoreline on the Project Site will be planted with native vegetation. (2 points)

YES _____ **NO** _____

*If **yes**, state that at least 300 linear feet of disturbed shoreline on the Project Site will be planted and discuss the types of native plants and the approximate number to be planted. Show the approximate area that will be planted on the conceptual site plan, Exhibit K. Provide photos of the disturbed area to be planted.*

Was documentation provided in the grant application?

YES ___ Documented in Exhibit K and ___

NO ___ If the proposed planting area is not shown on the conceptual site plan and photos of the disturbed area are not provided, no points will be awarded.

Instructions:

At least **300 linear feet** of the Project Site's disturbed wetlands must be planted to qualify for points. The response should include the number of linear feet planted and describe the types and number of upland plants used. Show the proposed planting area on the conceptual site plan (Exhibit K) and provide clearly labeled photographs of the planting area in Exhibit L. Coordinate this response with Criterion 2d1 and the natural communities map (Exhibit F). **If the required maps and photographs are not included in the application, no points will be awarded for this criterion.**

c. At least 600 linear feet of the disturbed shoreline on the Project Site will be planted with native vegetation. (4 points)

YES _____ **NO** _____

*If **yes**, state that at least 600 linear feet of disturbed shoreline on the Project Site will be planted and discuss the types of native plants and the approximate number to be planted. Show the approximate area that will be planted on the conceptual site plan, Exhibit K. Provide photos of the disturbed area to be planted.*

Was documentation provided in the grant application?

YES ___ Documented in Exhibit K and ___

NO ___ If the proposed planting area is not shown on the conceptual site plan and photos of the disturbed area are not provided, no points will be awarded.

Instructions:

At least **600 linear feet** of the Project Site's disturbed wetlands must be planted to qualify for points for this criterion. The response should include the number of linear feet planted and describe the types and number of upland plants used. Show the proposed planting area on the conceptual site plan (Exhibit K) and provide clearly labeled photographs of the planting area in Exhibit L. Coordinate this response with Criterion 2d1 and the natural communities map (Exhibit F). **If the required maps and photographs are not included in the application, no points will be awarded for this criterion.**

(f) Water Quality

1. Will the Project Site improve the quality of surface waters or address current flooding problems occurring on, adjacent or in close proximity to the Project Site in a park-like or natural setting? (3 points)

YES ___ NO ___

If yes, discuss existing water quality or flooding problems. Describe what activities on the Project Site will significantly improve surface water quality or address current flooding problems in a park-like or natural setting. Identify the proposed improvements or activity on the conceptual site plan, Exhibit K.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit K

NO ___ If the proposed improvements or activity area is not shown on the conceptual site plan, no points will be awarded.

Instructions:

The response should describe what surface water quality or flooding problems occur adjacent to or in close proximity to the Project Site and what actions will occur on the Project Site to improve these problems. Activities can include hydrological restoration, removal of impervious surfaces or septic tanks, or the installation of formal stormwater structures such as swales or retention ponds. Any stormwater facility must be designed to mimic natural systems and provide wildlife habitat or recreation opportunities. Identify the proposed improvements or activity on the conceptual site plan (Exhibit K). **If the proposed improvements or activities are not shown on Exhibit K, no points will be awarded for this criterion.**

2. Will acquiring the Project Site protect an adjacent Outstanding Florida Water, as designated by the Department of Environmental Protection? (5 points)

YES ___ NO ___

If yes, provide a map showing that the boundary of the Project Site is located adjacent to an Outstanding Florida Water. Provide a letter from the Department of Environmental Protection verifying that the project is located adjacent to an Outstanding Florida Water.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit ___

NO ___ If the required letter from the Department of Environmental Protection and map showing that the boundary of the Project Site is located adjacent to an Outstanding Florida Water are not provided, no points will be awarded.

Instructions:

The response should describe how the Project Site will protect adjacent designated Outstanding Florida Waters (OFW). The OFW must be on or located immediately adjacent to the Project Site to qualify for points for this criterion. Provide a map of the designated OFW that shows the Project Site's boundaries and a letter from the Department of Environmental Protection verifying that the Project Site is located adjacent to an OFW in a supplemental exhibit. OFW information is available by calling the FDEP Bureau Water Quality Assessment and Restoration Support Program at (850) 245-8346 and online at www.dep.state.fl.us/water/wqssp/surface.htm. **If the required letter and map are not included in the application, no points will be awarded for this criterion.**

3. Will acquiring the Project Site protect adjacent Class I Waters, as designated by the Department of Environmental Protection? (3 points)

YES _____ NO _____

*If **yes**, provide a map showing that the boundary of the Project Site is located adjacent to a Class I Water. Provide a letter from the Department of Environmental Protection verifying that the project is located adjacent to Class I Water.*

Was documentation provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required letter from the Department of Environmental Protection and map showing that the boundary of the Project Site is located adjacent to an Class I Water are not provided, no points will be awarded.

Instructions:

The response should describe how the Project Site will protect an adjacent designated Class I Water. The Class I Water must be on or immediately adjacent to the Project Site to qualify for points. Provide a map of the designated Class I Water that shows the Project Site's boundaries **and** a letter from the Department of Environmental Protection verifying that the Project Site is located adjacent to a Class I Water in a supplemental exhibit. Information on Class I Waters is available by calling the FDEP Bureau Water Quality Assessment and Restoration Support Program at (850) 245-8346 and online at www.dep.state.fl.us/water/wqssp/surface.htm. **If the required letter and map are not included in the application, no points will be awarded for this criterion.**

(g) Historic Resources

1. Does the Project Site contain a site listed in the Florida Master Site File maintained by the Division of Historical Resources? (2 points)

YES _____ NO _____

*If **yes**, identify the resource, provide a map showing its location on the Project Site, and provide documentation from the Division of Historical Resources verifying that the resource is listed in the Florida Master Site File.*

Was documentation provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required map showing the resource on the Project Site and documentation from the Division of Historical Resources are not provided, no points will be awarded.

Instructions:

The response should describe any archaeological or historical features located on the Project Site and how these resources will be protected and managed. These resources must be located on the Project Site and be listed in the Florida Master Site File to qualify for points. Include both the resource name and Master Site File number in your response. Contact the Florida Master Site File at (850) 245-6440 for the required documentation. Include this information in a supplemental exhibit. Please ensure to obtain information **directly** from the Division of Historical Resources. FCT staff will contact the Master Site File to verify that forms included in the application have been recorded. **If the required map and Site File forms are not included in the application, or forms included in the application have not been recorded by DHR, no points will be awarded for this criterion.**

2. Does the Project Site contain a resource that is listed in the Florida Master Site File and has been evaluated by the Division of Historical Resources as meeting the criteria for listing in the National Register of Historic Places? (5 points)

YES _____ NO _____

*If **yes**, identify the resource, provide a map showing its location on the Project Site, and provide documentation from the Division of Historical Resources verifying that the resource meets the criteria for listing in the National Register of Historic Places.*

Was documentation provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required map showing the resource on the Project Site and documentation from the Division of Historical Resources that the Project Site contains a resource that meets the criteria for listing in the National Register of Historic Places are not provided, no points will be awarded.

Instructions:

The response should indicate whether the Project Site includes a resource that has been evaluated by the Division of Historical Resources as meeting criteria for listing in the National Register of Historic Places and how this resource will be protected and managed. Contact the Florida Master Site File at (850) 245-6440 for the required map and documentation. Include this information in a supplemental exhibit. The Project Site must have achieved

Criterion 2g1 to qualify for points. **If the required map and documentation is not included in the application, no points will be awarded for this criterion.**

3. Will acquiring the Project Site protect a resource that is listed on the National Register of Historic Places by the National Park Service? (7 points)

YES _____ NO _____

If yes, identify the resource, provide a map showing its location on the Project Site, and provide documentation from the Division of Historical Resources verifying that the resource is listed on the National Register of Historic Places.

Was the documentation provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required map showing the resource on the Project Site and documentation from the Division of Historical Resources verifying that the Project Site contains a resource that is listed on the National Register of Historic Places are not provided, no points will be awarded.

Instructions:

The response should indicate whether the Project Site includes a resource currently listed in the National Register of Historic Places and how this resource will be protected and managed. Contact the Division of Historic Resources at (850) 245-6333 for the required National Register documentation. Include this information as a supplemental exhibit. The Project Site **must** include a resource listed in the National Register. The Project Site must have achieved Criteria 2g1-2 to qualify for points for this criterion. **If the required documentation is not included with the application, no points will be awarded for this criterion.**

(3) COMMUNITY PLANNING SECTION

(a) Comprehensive Plan Implementation

For each of the following criteria that are furthered by the Local Comprehensive Plan, cite no more than five (5) relevant objectives or policies in each response.

If the response to a criterion is no, move to the next question. If the response to a criterion is yes, cite the objective or policy number and paraphrase the plan directive, provide a brief discussion of how acquiring the site will further the cited objective or policy, and include a copy of the objective or policy in Exhibit A. If a criterion addresses specific resources or facilities, they must be present on the Project Site in order for points to be awarded.

If the Project Site is located entirely in one Local Government jurisdiction, the Local Comprehensive Plan of the jurisdiction within which the Project Site is located shall be evaluated for scoring purposes. If the Project Site is located in two or more jurisdictions, the Local Comprehensive Plan of either jurisdiction shall be compared for compatibility and evaluated for scoring purposes. If either jurisdiction's Local Comprehensive Plan is furthered then points will be awarded.

1. Will the project provide acreage or outdoor recreational facilities necessary to maintain or improve adopted levels of service standards established in the comprehensive plan for recreation or open space? (5 points)

YES _____ NO _____

Numeric citation and summary of objectives or policies:

Summary of how the project furthers the objectives or policies:

Was documentation provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If copies of the required objectives and policies are not provided, no points will be awarded.

Instructions:

The response should include plan directives with numeric citations that establish specific level of service standards for recreational or open space facilities. Briefly explain how acquiring the Project Site will either maintain or improve these standards. **If copies of the required plan directives are not included in the application, and the application does not summarize how the project will further the cited plan directives, no points will be awarded for this criterion.**

2. Will the project further comprehensive plan directives that ensure Acquisition of natural areas or open space through public Acquisition? (5 points)

YES _____ NO _____

Numeric citation and summary of objectives or policies:

Summary of how the project furthers the objectives or policies:

Was documentation provided in the grant application?

YES ___ Documented in Exhibit ___

NO ___ If copies of the required objectives and policies are not provided, no points will be awarded.

Instructions:

The response should include comprehensive plan directives with numeric citations that promote public acquisition of natural areas or open space. Briefly explain how acquiring the Project Site will further the cited plan directives.

If copies of the required plan directives are not included in the application, and the application does not summarize how the project will further the cited plan directives, no points will be awarded for this criterion.

3. Will the project further comprehensive plan directives to provide new or enhanced public access to existing water bodies or saltwater beaches? (5 points)

YES _____ NO _____

Numeric citation and summary of objectives or policies:

Summary of how the project furthers the objectives or policies, show the location of the new or enhanced public access to existing water bodies or saltwater beaches on Exhibit K:

Was the documentation provided in the grant application?

YES ___ Documented in Exhibits K and ___

NO ___ If the proposed facilities are not shown on the conceptual site plan and copies of the required objectives and policies are not provided, no points will be awarded

Instructions:

The response should include comprehensive plan directives with numeric citations that promote public access to existing water bodies or saltwater beaches. Briefly explain how acquiring the Project Site will further the cited plan directives. Coordinate this response with the answer to Criteria 2a3. **If the required map and copies of the plan directives are not included in the application, and the response does not summarize how the project will further the cited plan directives, no points will be awarded for this criterion.**

4. Will the project further comprehensive plan directives that provide for creating new or enhanced Greenways, Ecological Corridors or Recreational Trail Systems, including but not limited to the Florida National Scenic Trail system? (5 points)

YES _____ NO _____

Numeric citation and summary of objectives or policies:

Summary of how the project furthers the objectives or policies, show the location of the Greenways, Ecological Corridors or Recreational Trail Systems on Exhibit I:

Was the documentation provided in the grant application?

YES ___ Documented in Exhibits I and ___

NO ___ If the required Ecological Corridor, Recreation Trail System, or Greenway map and copies of the required objectives and policies are not provided, no points will be awarded.

Instructions:

The response should include comprehensive plan directives with numeric citations that provide for creating new or enhanced Greenways, Ecological Corridors or Recreational Trail Systems, including but not limited to the Florida National Scenic Trail system. Briefly explain how acquiring the Project Site will further the cited plan directives. Coordinate this response with the answers to Criteria 2b2, 2b3, and 2b4.

If the required map and copies of the plan directives are not included in the application, and the response does not summarize how the project will further the cited plan directives, no points will be awarded for this criterion.

5. Will the project further comprehensive plan directives that ensure the preservation of Natural Communities or Listed Animal Species Habitat? (5 points)

YES _____ NO _____

Numeric citation and summary of objectives or policies:

Summary of how the project furthers the objectives or policies, show the location of the Natural Communities or Listed Animal Species Habitat on Exhibit F:

Was documentation provided in the grant application?

YES ___ Documented in Exhibits F and _____

NO ___ If the required Natural Communities Map and copies of the required objectives and policies are not provided, no points will be awarded.

Instructions:

The response should include comprehensive plan directives with numeric citations that ensure the preservation of Natural Communities or Listed Animal Species Habitat. Briefly explain how managing the Project Site will further the cited plan directives. Coordinate this response with the answers to Criteria 2d1, 2d2, 2d3 and the information in Exhibit F. **If the required map and copies of the plan directives are not included in the application, and the response does not summarize how the project will further the cited plan directives, no points will be awarded for this criterion.**

6. Will the project further comprehensive plan directives that provide for restoring or enhancing degraded natural areas such as restoration of Natural Communities, restoration of natural hydrology or removal of non-native vegetation? (5 points)

YES _____ NO _____

Numeric citation and summary of objectives or policies:

Summary of how the project furthers the objectives or policies, show the location of the degraded natural area on the Natural Communities Map, Exhibit F:

Was documentation provided in the grant application?

YES ___ Documented in Exhibits F and _____

NO ___ If the required Natural Communities Map and copies of the required objectives and policies are not provided, no points will be awarded.

Instructions:

The response should include comprehensive plan directives with numeric citations that provide for restoring or enhancing degraded natural areas such as restoration of Natural Communities, restoration of natural hydrology or removal of non-native vegetation. Briefly explain how managing the Project Site will further the cited plan directives. Coordinate this response with the answers to Criteria 2e1, 2e2, and 2f1 and the information in Exhibit F. **If the required map and copies of the plan directives are not included in the application, and the response does not summarize how the project will further the cited plan directives, no points will be awarded for this criterion.**

7. Will the project further comprehensive plan directives that ensure the protection or enhancement of surface water quality? (5 points)

YES _____ NO _____

Numeric citation and summary of objectives or policies:

Summary of how the project furthers the objectives or policies:

Was documentation provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If copies of the required objectives and policies are not provided, no points will be awarded.

Instructions:

The response should include comprehensive plan directives with numeric citations that ensure that surface waters will be protected or enhanced. Include the appropriate policies with numeric citations and discuss how managing

the Project Site will further the cited directives. Briefly describe what type of activity or stormwater facility is being proposed on the Project Site. Coordinate this response with the answers to Criterion 2f1. **If copies of the required plan directives are not included in the application, and the response does not summarize how the project will further the cited plan directives, no points will be awarded for this criterion.**

8. Will the project further comprehensive plan directives that ensure the preservation of historical, cultural or archaeological features? (5 points)

Note: The site must contain a feature or have a high probability that a feature is present on the site.

YES _____ NO _____

Numeric citation and summary of objectives or policies:

Summary of how the project furthers the objectives or policies, provide documentation that site contains a feature or has a high probability that a feature is present on the site:

YES ___ Documented in Exhibit _____

NO ___ If copies of the required objectives and policies are not provided, no points will be awarded.

Instructions:

The response should include comprehensive plan directives with numeric citations that ensure the preservation of historical, cultural or archaeological features. The Project Site must include an historic resource or be located in an area with a "high probability" of such resources being located on the site. Briefly explain how acquisition and management of the Project Site will further the cited plan directives. Coordinate this response with the answers to Criteria 2g1, 2g2, and 2g3. **If copies of the required plan directives are not included in the application, and the response does not summarize how the project will further the cited plan directives, no points will be awarded for this criterion.**

9. Is the Project Site located in an area that has been identified for redevelopment in the comprehensive plan and has been locally designated as an urban infill, urban redevelopment or downtown revitalization area as defined in Section 163.3164, F.S.? (5 points)

YES _____ NO _____

Numeric citation and summary of objectives or policies:

Summary of how the project furthers the objectives or policies, provide an exhibit map showing the boundary of the locally designated area as an urban infill, urban redevelopment or downtown revitalization area:

YES ___ Documented in Exhibit _____

NO ___ If the required map showing the boundary of the locally designated urban infill, urban redevelopment or downtown revitalization area and copies of the required objectives and policies are not provided, no points will be awarded.

Instructions:

The response should include comprehensive plan directives with numeric citations that promote urban redevelopment or downtown revitalization. Briefly explain how acquiring the Project Site will further the cited plan directives. The Project Site must be located within the boundary of the designated area to qualify for points. Coordinate this response with the answer to Criteria 3c6 and the information in Exhibit H. Provide a map showing the designated urban infill, urban redevelopment, or downtown revitalization area in Exhibit H or a supplemental exhibit. **If the required map and plan directives are not included in the application, and the response does not summarize how the project will further the cited plan directives, no points will be awarded for this criterion.**

(b) Hazard Mitigation

1. Is all or portion of the Project Site located in a Coastal High Hazard Area or a 100-year flood plain

Check yes to only one of the following, if applicable.

a. Up to 25 percent of the Project Site is located in a 100-year flood plain or a Coastal High Hazard Area. (2 points)

YES _____ NO _____

If **yes**, provide a map in Exhibit J verifying that up to 25 percent of the Project Site is located in the 100-year flood plain or Coastal High Hazard Area.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit J.

NO ___ If the required map verifying that up to 25 percent of the Project Site is located in the 100-year flood plain or Coastal High Hazard Area is not provided, no points will be awarded.

Instructions:

The Project Site must contain 100 year flood plain or coastal high hazard. If less than 25% of the site is located in 100 year flood plain or coastal high hazard, the Project Site qualifies for points under this criterion. Include the appropriate 100 year flood plain or coastal high hazard area map showing the Project Site's boundaries in Exhibit J.

Less than 25% of the Project Site must be located within the designated area to qualify for points. Current flood plain maps are available from the Federal Emergency Management Agency Map Assistance Center (FMAC) at www.fema.gov/plan/prevent/fhm/fmc_main.shtm or by calling 1-877-FEMA-MAP. Coastal High Hazard Area maps may be available through your local planning or emergency management departments. **If the required maps showing the FCT project boundaries are not included in the application, no points will be awarded for this criterion.**

b. At least 25 percent but less than 50 percent of the Project Site is located in a 100-year flood plain or a Coastal High Hazard Area. (3 points)

YES ___ NO ___

If **yes**, provide a map in Exhibit J verifying that at least 25 percent but less than 50 percent of the Project Site is located in the 100-year flood plain or Coastal High Hazard Area.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit J.

NO ___ If the required map verifying that at least 25 percent but less than 50 percent of the Project Site is located in the 100-year flood plain or Coastal High Hazard Area is not provided, no points will be awarded.

Instructions:

Include the appropriate 100 year flood plain or coastal high hazard area map showing the Project Site's boundaries in Exhibit J. At least 25%, but less than 50%, of the Project Site must be located in a 100 year flood plain or coastal high hazard area to qualify for points. Current flood plain maps are available from the Federal Emergency Management Agency Map Assistance Center (FMAC) at www.fema.gov/plan/prevent/fhm/fmc_main.shtm or by calling 1-877-FEMA-MAP. Coastal High Hazard Area maps may be available through your local planning or emergency management departments. **If the required maps showing the FCT project boundaries are not included in the application, no points will be awarded for this criterion.**

c. At least 50 percent but less than 75 percent of the Project Site is located in a 100-year flood plain or a Coastal High Hazard Area. (4 points)

YES ___ NO ___

If **yes**, provide a map in Exhibit J verifying that at least 50 percent but less than 75 percent of the Project Site is located in the 100-year flood plain or Coastal High Hazard Area.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit J.

NO ___ If the required map verifying that at least 50 percent but less than 75 percent of the Project Site is located in the 100-year flood plain or Coastal High Hazard Area is not provided, no points will be awarded.

Instructions:

Include the appropriate 100 year flood plain or coastal high hazard area map showing the Project Site's boundaries in Exhibit J. At least 50%, but less than 75%, of the Project Site must be located in a 100 year flood plain or coastal high hazard area to qualify for points. Current flood plain maps are available from the Federal Emergency Management Agency Map Assistance Center (FMAC) at www.fema.gov/plan/prevent/fhm/fmc_main.shtm or by calling 1-877-FEMA-MAP. Coastal High Hazard Area maps may be available through your local planning or

emergency management departments. **If the required maps are not included in the application, no points will be awarded for this criterion.**

d. Over 75 percent of the Project Site is located in a 100-year flood plain or a Coastal High Hazard Area. (5 points)

YES _____ NO _____

If yes, provide a map in Exhibit J verifying that over 75 percent of the Project Site is located in the 100-year flood plain or Coastal High Hazard Area.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit J.

NO ___ If the required map verifying that over 75 percent of the Project Site is located in the 100-year flood plain or Coastal High Hazard Area is not provided, no points will be awarded.

Instructions:

Include the appropriate 100 year flood plain or coastal high hazard area map showing the Project Site's boundaries in Exhibit J. The Project Site must have 75% or more located in a 100 year flood plain or coastal high hazard area to qualify for points. Current flood plain maps are available from the Federal Emergency Management Agency Map Assistance Center (FMAC) at www.fema.gov/plan/prevent/fhm/fmc_main.shtm or by calling 1-877-FEMA-MAP. Coastal High Hazard Area maps may be available through your local planning or emergency management departments. **If the required maps are not included in the application, no points will be awarded for these criteria.**

2. Designated Brownfield Area: Will the project provide recreational opportunities or open space within a state designated brownfield area? (5 points)

YES _____ NO _____

If yes, provide a map from the Department of Environmental Protection showing the designated brownfield area and locate the Project Site in relationship to the designated area. If the Project Site has known contaminants, discuss how the site contamination will be remediated to allow for the provision of open space or Outdoor Recreation activities.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit ____.

NO ___ If the required map showing the Project Site's location within a designated brownfield area is not provided, no points will be awarded.

Instructions:

The response should describe how the Project Site will provide recreational opportunities or open space **within** a state designated brownfield area. If the FCT project has known contaminants, discuss how site contamination will be corrected. Provide a map of the designated brownfield area showing the Project Site's boundaries in a supplemental exhibit. Brownfields information is available online at www.dep.state.fl.us/waste/categories/brownfields/default.htm or by calling the FDEP Bureau of Waste Cleanup at (850) 245-8930. **If the required map showing the FCT project boundaries is not included in the application, no points will be awarded for this criterion.**

3. Military Base Buffering: Will the Project Site buffer a Major Military Installation while providing land-use compatible recreational and open space opportunity to the public?

Check yes to only one of the following, if applicable.

a. The Project Site is adjacent to a Major Military Installation (12 points).

YES _____ NO _____

If yes, provide a map showing the Project Site in relationship to the Major Military Installation and a letter from the base commander stating that the Project Site is located adjacent to the Major Military Installation and the proposed conceptual site plan is an acceptable land use to buffer the base.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit ____

NO ___ If the required map and letter from the base commander are not provided, no points will be awarded.

Instructions:

Determine whether the Project Site is located **adjacent** to a major military installation as defined by Rule 9K-7.001(23), F.A.C. Information about major military installations is located on the FCT webpage at www.floridacommunitiestrust.org/ParksandOpenSpace/AppPrepResources.cfm. Provide a map with a scale showing the Project Site's relationship to the military installation and a letter from the base commander verifying (1) that the project is located adjacent to the base and (2) that the conceptual site plan is an acceptable land use to buffer the base. Include this information in a supplemental exhibit. **If the required map and letter are not included in the application, no points will be awarded for this criterion.**

b. Is the Project Site located within one mile of a Major Military Installation? (7 points)

YES _____ NO _____

If yes, provide a map showing the Project Site in relationship to the Major Military Installation and a letter from the base commander stating that the Project Site is located within 1 mile of the Major Military Installation and the proposed conceptual site plan is an acceptable land use to buffer the base.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required map and letter from the base commander are not provided, no points will be awarded.

Instructions:

Determine whether the Project Site is located **within one mile** of a major military installation as defined by Rule 9K-7.001(23), F.A.C. Information about major military installations is located on the FCT webpage at www.floridacommunitiestrust.org/ParksandOpenSpace/AppPrepResources.cfm. Provide a map with scale showing the Project Site's relationship to the military installation and a letter from the base commander verifying (1) that the project is located within one mile of the base and (2) that the conceptual site plan is an acceptable land use to buffer the base. Include this information in a supplemental exhibit. **If the required map and letter are not included in the application, no points will be awarded for this criterion.**

c. Is the Project Site is located within two miles of a Major Military Installation? (2 points)

YES _____ NO _____

If yes, provide a map showing the Project Site in relationship to the Major Military Installation and a letter from the base commander stating that the Project Site is located within 2 miles of the Major Military Installation and the proposed conceptual site plan is an acceptable land use to buffer the base.

Was documentation provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required map and letter from the base commander are not provided, no points will be awarded.

Instructions:

Determine whether the Project Site is located **within two miles** of a major military installation as defined by Rule 9K-7.001(23), F.A.C. Information about major military installations is located on the FCT webpage at www.floridacommunitiestrust.org/ParksandOpenSpace/AppPrepResources.cfm. Provide a map with scale showing the Project Site's relationship to the military installation and a letter from the base commander verifying (1) that the project is located within two miles of the base and (2) that the conceptual site plan is an acceptable land use to buffer the base. Include this information in a supplemental exhibit. **If the required map and letter are not included in the application, no points will be awarded for this criterion.**

(c) Priority Investment Areas

Will the Project Site provide new or enhanced Outdoor Recreation or open space within one or more the following areas?

1. Front Porch Community: Is the Project Site located within a designated Front Porch Community? (10 points)

YES _____ NO _____

If yes, provide a map that locates the Project Site within the boundary of the designated Front Porch Community.

Was the documents provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required map locating the Project Site within the boundary of a designated Front Porch Community is not provided, no points will be awarded.

Instructions:

Provide a map locating the Project Site within the designated Front Porch Community as a supplemental exhibit. The FCT project must be located within the designated area to qualify for points. Information on the Front Porch Initiative is available online at www.floridacommunitydevelopment.org/fpf/index.cfm or by calling the Front Porch Initiative Office at (850) 487-9556. **If the required map showing the FCT project boundaries is not included in the application, no points will be awarded for this criterion.**

2. Florida Main Street Community: Is the Project Site located within an active Florida Main Street Community? (5 points)

YES _____ NO _____

If yes, provide a map that locates the Project Site within the boundary of the designated Florida Main Street Community. Provide a letter from the Department of State verifying that the project is located in an active Florida Main Street Community.

Was the documents provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required letter from the Department of State and map locating the Project Site within the boundary of an active Florida Main Street Community are not provided, no points will be awarded.

Instructions:

Provide a letter from the Department of State verifying that the Project Site is located within an active Main Street Community and a map of the designated area showing the FCT project's boundaries as a supplemental exhibit. The Project Site must be located within the designated area to qualify for points. Information on the Main Street Program is available by calling the Florida Main Street Program Office at (850) 245-6333. **If the required letter and map is not included in the application, no points will be awarded for this criterion.**

3. Waterfront Florida Community: Is the Project Site located within a current or previously designated Waterfront Florida Community? (5 points)

YES _____ NO _____

If yes, provide a map that locates the Project Site within the boundary of the designated Waterfront Florida Community. Provide a letter from the Department of Community Affairs' Waterfronts Florida Partnership verifying that the Project Site is located within a "Waterfronts Florida Partnership Community."

Was the documents provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required letter from the Department of Community Affairs' Waterfronts Florida Partnership and map locating the Project Site within the boundary of a Waterfront Florida Partnership Community are not provided, no points will be awarded.

Instructions:

Provide a letter from the Waterfronts Florida Partnership Program verifying that the Project Site is located within a current or previously designated Waterfront Florida Community, and provide a map of the designated area that includes the Project Site's boundaries as well. Include both the letter and map as a supplemental exhibit. The FCT project must be located within the designated area to qualify for points. Information on the Waterfront Florida Program is available by calling the Waterfronts Florida Program at (850) 922-1785. **If the required letter and map showing the Project Site's boundaries are not included in the application, no points will be awarded for this criterion.**

4. Low-income Community: Is the Project Site located within a designated Low-income Community? (10 points)

YES _____ NO _____

If yes, provide a map that locates the Project Site within the boundary of a U.S. Census tract in which the median family income is less than half that of the state median family income. Provide documentation that locates the Project Site is within the boundary of a U.S. Census tract in which the median family income is less than half that of the state median family income.

Was the documents provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required low income documentation and map locating the Project Site within the boundary of a low-income census tract are not provided, no points will be awarded.

Instructions:

Provide documentation that the Project Site is located within a U.S. Census Tract in which the median family income is less than half of the state median family income and a map of the census tract that includes the Project Site's boundaries in a supplemental exhibit. The Project Site must be located within the designated area to qualify for points. **If the required census tract map showing the Project Site's boundaries and other required documentation is not included in the application, no points will be awarded for this criterion.**

5. Rural Area of Critical Economic Concern: Is the Project Site located within a designated Rural Area of Critical Economic Concern? (10 points)

YES _____ NO _____

If yes, provide a map that locates the Project Site within the boundary of the designated area.

Was the documents provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required map locating the Project Site within the boundary of a designated Rural Area of Critical Economic Concern is not provided, no points will be awarded.

Instructions:

Provide a map of the designated Rural Area of Critical Economic Concern that includes the FCT project boundaries in a supplemental exhibit. The FCT project must be located within the designated area to qualify for points. A list of designated areas is available online at www.dos.state.fl.us/grants/redi/designation.cfm. **If the required map showing the Project Site's boundaries is not included in the application, no points will be awarded for this criterion.**

6. Urban Redevelopment: Is the Project Site located within a locally designated Community Redevelopment Area, as defined in Section 163.340, F.S., and furthers the adopted redevelopment plan? (5 points)

YES _____ NO _____

If yes, provide a map that locates the Project Site within the boundary of the designated Community Redevelopment Area that includes the FCT project's boundaries. Provide a copy of the adopted community redevelopment plan. Discuss how the acquisition of the Project Site will further the adopted community redevelopment plan.

Was the documents provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required map locating the Project Site within a locally designated Community Redevelopment Area, a copy of the adopted community redevelopment plan and documentation that the Project Site furthers an adopted redevelopment plan are not provided, no points will be awarded.

Instructions:

Provide a map of the locally designated redevelopment area that includes the Project Site's boundaries and a copy of the adopted redevelopment plan in a supplemental exhibit. The Project Site must be located within the designated area to qualify for points. Information on community redevelopment areas can be obtained by contacting your local planning department or community redevelopment office. **If the required map showing the Project Site's boundaries and adopted redevelopment plan are not included in the application, no points will be awarded for this criterion.**

7. Area of Critical State Concern: Is the Project Site located within a current or previously designated Area of Critical State Concern, pursuant to Section 380.05, F.S.? (5 points)

YES _____ NO _____

If yes, provide a map that locates the Project Site within the boundary of the designated area.

Was the documents provided in the grant application?

YES ___ Documented in Exhibit _____

NO ___ If the required map locating the Project Site within the boundary of a designated Area of Critical State Concern is not provided, no points will be awarded.

Instructions:

Provide a map of the designated Area of Critical State Concern that includes the Project Site's boundaries in a supplemental exhibit. The Project Site must be located within the designated area to qualify for points. Information on the Critical Areas is available online at www.dca.state.fl.us/fdcp/dcp/acsc/index.cfm or by calling the Area of Critical State Concern Program at (850) 922-1766. **If the required map showing the Project Site's boundaries is not included in the application, no points will be awarded for this criterion.**

(4) PROJECT EXCELLENCE SECTION

Does the proposed project exemplify project excellence based on issues not adequately addressed by the evaluation criteria, such as whether the proposed project exhibits strong community-based support, possesses exemplary characteristics, highlights regional coordination in the protection of natural resources, assists an otherwise disadvantaged community, or voluntarily helps resolve land use conflicts? (Up to 10 points)

YES _____ **NO** _____

If yes, describe how the project provides for other community needs in a manner that was not adequately evaluated by the criteria established elsewhere in this Application. Include documentation, if needed.

REQUIRED EXHIBITS

Each of the following exhibits is required to be submitted with the grant Application. Provide a label and tab for each exhibit and please ensure that all exhibits are legible and of an appropriate scale. If two or more exhibits are consolidated, make sure this is reflected on the exhibit label. If a specific exhibit is not applicable, include an exhibit page with a statement that it is "Not Applicable." Locate the exhibits behind the project evaluation criteria section of the Application.

Exhibits

A. A copy of each Local Comprehensive Plan objective and policy cited in the grant Application that applies to the Project Site. Please highlight or underline the applicable plan directive being referenced.

Instructions:

Include only those comprehensive plan directives cited in the application and **not** the entire comprehensive plan. Please underline or highlight the directives being referenced.

B. A copy of all proposed Local Comprehensive Plan amendments cited in the grant Application that apply to the Project Site.

Instructions:

Please include only those proposed comprehensive plan directives cited in the application and **not** the entire comprehensive plan amendment.

C. A United States Geological Survey 7½-minute quadrangle map with the Project Site location clearly delineated.

D. A county property appraiser's tax map delineating the Project Site boundary, access points, names of property owners, parcel tax identification numbers, road names and ownership boundaries using an appropriate scale.

E. An aerial photograph at 1 inch = 2,000 feet or greater detail, with the Project Site boundary clearly delineated, provide a scale in either miles or feet.

F. A map that depicts Natural Communities found on the Project Site, utilizing the classification system identified in the Florida Natural Areas Inventory publication "Guide to the Natural Communities of Florida" or other appropriate classification system. Clearly delineate the Project Site boundary and include the approximate acreage of each Natural Community on the Project Site. Clearly identify all disturbed or partially disturbed area on the Project Site.

Instructions:

Please show all disturbed areas and areas infested with invasive exotics, as applicable.

G. A map that identifies any existing physical improvements, alterations or disturbances occurring on the Project Site, such as cleared areas, buildings, roads, fences, docks, power lines, billboards, borrow pits, etc. Clearly delineate the Project Site boundary and include the approximate acreage of improvements or disturbed areas. Identify any existing or proposed utility, road, or other easements or rights-of-way on the Project Site.

H. A Future Land Use Map covering the Project Site and surrounding area that shows the location of the Project Site.

Instructions:

Please indicate the designated Urban Service Area, if applicable. If the Future Land Use Map is color, please provide a color copy with the application.

I. A map that identifies lands within a three-mile radius of the Project Site that are used for natural resource conservation and Outdoor Recreation, such as parks, preserves, wildlife management areas, Greenways, Recreational Trail Systems, etc. Clearly delineate the location of the Project Site on the map.

J. A map depicting the 100-year floodplain, the coastal high-hazard area or a wellfield protection zone with the Project Site boundary clearly delineated.

K. A conceptual site plan for the project that clearly delineates the Project Site boundary and shows the approximate location of all proposed facilities and improvements on the Project Site.

Instructions:

Include all proposed facilities proposed for the Project Site on the conceptual site plan.

L. One set of labeled photographs of the Project Site, to be included in the original Application, that documents on-site features such as existing structures, disturbed areas, Natural Communities, and historical or archaeological features. Include a legend that identifies the site location and subject matter of each photograph.

Instructions:

Provide sufficient photographs to support all application responses. Consider providing at least 12 photographs for small projects and 24 photographs for medium and large projects. Please provide photographs of **all** existing structures or facilities, sidewalks, trail connections, disturbed areas, upland/wetland planting areas, etc.

M. If the Applicant is a Nonprofit Environmental Organization, evidence of status of the organization, including documentation from the Internal Revenue Service that the organization is recognized as a 501(c)(3) organization, a copy of the Bylaws, and a copy of the Articles of Incorporation.

Instructions:

The required documentation is available online from the Department of State, Division of Corporations at <http://sunbiz.org/>.

N. If the Applicant is a Nonprofit Environmental Organization which anticipates being designated as the management entity, the Nonprofit Environmental Organization shall provide documentation that they have funds on hand, or letters of commitment to provide the funds prior to closing on the Project Site, in an amount equal to ten percent of the Project Cost to be set aside as a management endowment fund for the Project Site.

The Nonprofit Environmental Organization shall provide a guaranty or pledge by a Local Government, the Water Management District, the Florida Division of Forestry, the Florida Fish and Wildlife Conservation Commission, or the Florida Department of Environmental Protection to act as a backup manager to take over the responsibility for management of the Project Site in the event the Nonprofit Environmental Organization is unable to.

O. Letter from the owner(s) of each parcel(s), as identified in the Application, indicating their willingness to consider an offer. If a portion of the property is proposed for acquisition under a conservation easement, provide a letter from the owner stating their willingness to consider an offer for a sale of a conservation easement.

Instructions:

See sample letters on pages 39 and 40 of this guide. If the Project Site is being acquired via less-than-fee or through a donation, the willing owner letter should state so clearly and should include a percentage and amount.

P. If a Project Site is Pre-acquired, the Applicant shall provide copies of a signed closing statement for each Pre-acquired parcel. If a closing statement is not available at the time of the application submittal, then a copy of the contract for each of the Pre-acquired parcels shall be provided and a copy of the closing statements shall be provided within 14 days after the application deadline.

Also, provide a statement that condemnation or threat of condemnation was not used to acquire the parcel(s).

If additional exhibits are included as documentation to the answers in the application, including letter, additional maps, etc., insert them after Exhibit P and alphabetize them starting with Exhibit Q up through Exhibit ZZ.

Sample Letter Requesting Willing Owner Statement (Exhibit O)

Date

Owner's Name
Owner's Address
Owner's City, State & Zip Code

RE: Project Name
Local Government or non-profit environmental organization applicant

Dear (Property Owner's Name):

The (name of the Local Government or non-profit environmental organization) is in the process of preparing and submitting a grant application to the Florida Communities Trust (FCT) to purchase lands for conservation and recreation purposes. Your property has been included within the "proposed" Project Site boundary. The purchase of your property can not occur without your willingness to entertain an offer to sell your property.

The FCT requires us to submit with the grant application, a written statement from you, the property owner, confirming that you are willing to entertain a purchase offer from the applicant and the FCT.

In order to meet this requirement, we ask that you sign, date and return the "Willing Owner Statement" on the attached page, which states that you are willing to entertain a purchase offer from the applicant and the FCT. Signing the form places you under no obligation to accept any specific offer, but allows us to move forward with the grant application process.

If the project is selected for grant funding by the FCT, negotiations with you will proceed. If you have any questions, please call me at (Applicant's Phone Number).

Sincerely,

Applicant's Name
Applicant's Title

Attachment: Willing Owner Statement

Sample Application Transmittal Letter

Place on local government or nonprofit environmental organization letterhead

Date

Ken Reecy, Community Program Manager
Florida Communities Trust
2555 Shumard Oak Boulevard
Sadowski Building, Suite 310
Tallahassee, Florida 32399-2100

Dear Mr. Reecy:

On behalf of -----Name of the local government or nonprofit environmental organization -----, I am pleased to submit the enclosed grant application (one original and three copies) to the Florida Communities Trust's Florida Forever Program for acquisition of ----- name of the Project Site -----.

If the Project Site is selected for funding, the ----- name of the local government or nonprofit environmental organization ----
-- will fulfill all commitments made in the grant application.

We requested an opinion from the local government planning staff, and they determined that the proposed use of the Project Site is consistent with the local comprehensive plan.

I also certify that condemnation or the threat of condemnation has not been used and will not be used to acquire any portion of the Project Site.

---- Name of local government employee or nonprofit environmental organization representative ----- has been authorized to act as the Key Contact for the project. I understand that all correspondence concerning the grant application will be directed to the above designee.

Sincerely,

--- Original signature ---

--- Title of the local government employee or administrator
or

--- Title of the nonprofit environmental organization official

Letter is to be signed by the Mayor, Commission Chair, or City/County Manager or Assistant Manager. In the case of a nonprofit, the letter is to be signed by the Executive Director.

Note: Partnership applications require a transmittal letter from each partner.

FCT Staff Contact List

Ken Reecy, Program Manager
(850) 922-1701
ken.reecy@dca.state.fl.us

Kristen Coons, Senior Attorney
(850) 922-1700
kristen.coons@dca.state.fl.us

Matt Davis, Attorney
(850) 922-1687
matthew.davis@dca.state.fl.us

Evaluation Section

Grant Gelhardt, Environmental Administrator
(850) 922-1704
grant.gelhardt@dca.state.fl.us
Nonprofit Environmental Organizations/Unique Projects

Hank Vinson, Government Analyst II
(850) 922-1703
hank.vinson@dca.state.fl.us
Southeast Florida

Sara Leitman Neihaus, Planner IV
(850) 922-1706
sara.leitman@dca.state.fl.us
Southwest Florida

Jerry Tabor, Planner IV
(850) 413-8342
jerry.tabor@dca.state.fl.us

Ed Eckstein, Planner IV
(850) 922-1705
edward.eckstein@dca.state.fl.us
Central Florida

Cheri Albin, Planner IV
(850) 410-0976
cheri.albin@dca.state.fl.us
Panhandle/Northeast Florida

Acquisition Section

Delbert Harvey, Community Program Administrator
(850) 922-1702
delbert.harvey@dca.state.fl.us

Gayle Brett, Senior Acquisition Review Agent
(850) 413-8341
gayle.brett@dca.state.fl.us

Jay Scott, Appraiser
(850) 922-1693
jay.scott@dca.state.fl.us