



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF NATURAL AND CULTURAL RESOURCES  
DIVISION OF PARKS AND RECREATION  
**LAND and WATER CONSERVATION FUND**  
**STATE and LOCAL ASSISTANCE PROGRAM**  
**APPLICATION PLANNING**



The assembly and drafting of a successful application for financial assistance can be relatively complex and span several years. Often those complexities are overlooked or unknown to the applicant to be relevant. Most are critical considerations related to best practices for public land management, regardless of LWCF financial assistance. If intended to apply for LWCF financial assistance, please take the following into consideration. This list is not all encompassing, as other considerations may be applicable. Be aware that LWCF allows for the inclusion of 3-years of retroactive (from submittal to the NPS) pre-planning costs within a project budget.

- *Does the sponsor own, lease, or hold an easement over the property?*
- *Is the sponsor proposing to purchase, lease, or procure an easement over the property?*
- *Has sufficient title search of the property been completed, and do any third-party rights exist?*
- *Has the property been surveyed with boundary plan/map completed, and is it up to date?*
- *Has the property received LWCF assistance before, and what is the established LWCF protection area?*
- *Has the property and property boundary been inspected for encroachments or other non-public outdoor recreation uses?*
- *Has a thorough inventory of all facilities within the property, and assessment thereof, been completed?*
- *Has the property been appraised to federal "yellow book" standards? (acquisitions/combinations only)*
- *Does the property qualify for an appraisal waiver valuation, valued at  $\leq$  \$25,000? (acquisitions/combinations only)*
- *Does the property contain any existing non-compliant facilities, structures, non-public outdoor recreation uses?*
- *Are there any current or planned agricultural uses of the property?*
- *Are there any specific natural resource management plans for the property?*
- *Are there any current or planned concessionaire agreements giving management and operation responsibilities to third-parties?*
- *Does the property contain third-party rights that can or should be excluded from the LWCF Act protection area? (Exclusions are not available for acquisition properties.)*
- *Has a park/property master development plan been created (single or phased)?*
- *Is the proposed work a single phase towards overall needed property improvements, or is it intended to be a comprehensive total property improvement project?*
- *Is this project based on the results of a public comment process, and if so, are the results available?*
- *Is universal accessibility a primary component where applicable to greatest extent possible?*
- *Does this project meet all the goals of the Statewide Comprehensive Outdoor Recreation Plan (SCORP)?*
- *Are architectural and/or engineering plans necessary, and are they completed?*
- *Will any state, local, and/or federal permitting be necessary, and has that process been initiated yet?*
- *Has the project been reviewed for potential historic resources impacts through the Division of Historic Resources?*
- *Will the sponsor be applying for and/or managing the grant internally or with through a contracted consultant?*