

# Section A: Applicant Site and Project Information

**Instructions:**

- 1. Click **Save** to save changes.
- 2. See the Michigan Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

**Michigan Natural Resources Trust Fund Application**

*This information is requested by authority of Part 19 of Act 451 of 1994, to be considered for a recreation grant.*

Is the application for site development or land acquisition

Development

Acquisition

**\*Name of Applicant (Government Unit)**

**\*UEI Number**

**\*SIGMA Vendor Number**

**\*SIGMA Address Code**

**\*Name of Authorized Representative**

**\*Title**

**Address**

**City**

**State**

**\*ZIP**

**\*County**

**Telephone**

**\*E-mail**

**\*State House District**

**\*State Senate District**

**\*U.S. Congress District**

**\*Proposal Title (Not to exceed 60 characters)**

**\*Proposal Description**

**\*Address of Site**

**\*City, Village or Township of Site**

**\*Zip**

**\*Park Name**

**\*County in which Site is located**

**\*Town, Range and Section Numbers of Site Location**

*Letters must be upper-case:  
(examples: T02N, R13E, 22)*

**\*Latitude/Longitude at park entrance**

(Town)	(Range)	(Section)
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(Latitude)	(Longitude)
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# Section B: Project Funding and Explanation of Match Sources

**Instructions:**

1. Click **Save** to save changes.
2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

**SOURCES OF MATCHING FUNDS**

**PROJECT COST AMOUNTS**

**\*Grant amount requested (round to the nearest hundred dollars)**

**Total Match (Must be at least 25% of total project cost)** \$

**Total Project Cost (Must equal the total estimated cost on Section C: Project Details page)** \$

**Percentage of match commitment (Must be at least 25% of total project cost)** %

a) General Funds or Local Restricted Funds (Applicant's own cash)

b) Force Account Labor/Materials (Applicant's own paid labor or materials)

c) Federal or State Funds

You have entered a value for item c). **Please provide the information below for each federal or state program from which matching funds will be provided.**

<b>*(1) Program Name</b>		<b>*Administering Agency</b>	
<b>*Contact Name for Administering Agency</b>	<b>*Telephone</b>	<b>*Amount</b>	

**\*Type of Funds**

Grant funds awarded *Date grant funds approved*

Grant funds applied for, not yet approved *Estimated approval date*

Appropriated funds *Date appropriated*

**Other, explain**

\*Is documentation containing the scope of work and budget for the other grant funds included with application  
Yes No

\*Is documentation (such as grant approval letter) that verifies the availability of funds included in the application  
 Yes No

Check to add program information for additional State or Federal funds that will be used as Match.

<b>*(2) Program Name</b>		<b>*Administering Agency</b>	
<b>*Contact Name for Administering Agency</b>	<b>*Telephone</b>	<b>*Amount</b>	

\*Type of Funds

- Grant funds awarded
*Date grant funds approved*
- Grant funds applied for, not yet approved
*Estimated approval date*
- Appropriated funds
*Date appropriated*

**Other, explain**

\*Is documentation containing the scope of work and budget for the other grant funds included with application  
 Yes No

\*Is documentation (such as grant approval letter) that verifies the availability of funds included in the application  
 Yes No

Check to add program information for additional State or Federal funds that will be used as Match.

<b>*(3) Program Name</b>		<b>*Administering Agency</b>	
<b>*Contact Name for Administering Agency</b>	<b>*Telephone</b>	<b>*Amount</b>	

\*Type of Funds

- Grant funds awarded
*Date grant funds approved*
- Grant funds applied for, not yet approved
*Estimated approval date*
- Appropriated funds
*Date appropriated*

**Other, explain**

\*Is documentation containing the scope of work and budget for the other grant funds included with application  
 Yes No

\*Is documentation (such as grant approval letter) that verifies the availability of funds included in the application

Yes

No

d) Cash Donations

You have entered a value for item d). **Please list the individual sources and the amounts to be donated below.**

**SOURCE**

**AMOUNT**

**Total**

**\$**

\*Is a letter of intent from each donor included with the application

Yes

No

e) Donated Labor and/or Materials

You have entered a value for item e). **Please include each item to be donated, the source, dollar value, and how the dollar value was determined.**

**ITEM**

**SOURCE**

**DOLLAR VALUE**

**VALUATION METHOD**

\*

**Total**

**\$**

\*Is a letter of intent from each donor included with application

Yes

No

f) Donated Land Value (acquisition applications only)

You have entered a value for item f). **Please describe how the value of the land donation was determined.**

\*

\* Is a letter from the landowner committing to the donation of a portion of fair market value and any conditions placed upon their commitment included with application

Yes

No

# Section D: Justification of Need

**Instructions:**

- 1. Click **Save** to save changes.
- 2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

**\*1) If you are submitting multiple acquisition or development applications in the same recreation grant program, what is the priority for this application (1 = highest)**

\*2) Is this a duplicate application that has been previously applied for funding under one of our Recreation Grant Programs that was not funded

No                      Yes

If yes, please list the application number.

Is this a duplicate application that is being applied for this application cycle under one of our Recreation Grant Programs

No                      Yes

If yes, please list the application number.

\*3) What page(s) of your recreation plan is the need for the proposed project discussed

*If proposed project is on only one page, please enter the page number in both boxes*

**From:**

**To:**

\*4) What was the date(s) of public meeting to discuss submission of the grant application

**Additional dates:**

\*5) Did you gather public input from individuals with disabilities, their families, or advocates

No                      Yes

\*6) Are you the primary provider of recreation services to any surrounding communities, as documented in your recreation plan

No                      Yes

**List Communities:**

**\*7) Explain how you plan to address safety considerations and crime prevention in the project area**

**\*8) Explain how you will make the public aware of the project, as well as the efforts you will use to publicize and promote your project. Include marketing methods that will effectively communicate with persons with disabilities.**

**\*9) Does the applicant have a formal recreation department or committee Please explain below. For park committees, describe how members are appointed, their roles and responsibilities. List of members and meeting schedule.**



# Section E: Application History and Stewardship

**Instructions:**

1. Click **Save** to save changes.
2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

**NO**    **YES**

*\*1) Questions 1 is for acquisition applications only - for development projects, leave blank and move to question 2.*

Will the applicant have adequate funds on hand to complete the acquisition transaction without any third party assistance (i.e. loans, lines of credit, etc.) **until partial reimbursement and final audit is completed** (approximately 180 days after closing)

If yes, please provide documentation that supports this on the Required Attachments page.

*\*2) Has applicant received DNR recreation grant(s) in the past*

*If yes, does applicant currently have an open, active grant*

*\*3) Has applicant closed, sold, or transferred any parkland or recreation facilities in the past 5 years*

*(If yes, provide comments below)*

*\* 4) Does applicant have a known unresolved conversion of grant-assisted parkland*

*(Note: a conversion is a change from public outdoor recreation use to some other use.)*

*(If yes, provide comments below)*

*\*5) Does applicant have a "residents only" policy for this park or other parks or recreation facilities*

*(If yes, provide comments below)*

*\*6) Do you now or do you intend in the future to charge an entrance fee to the project site*

*(If yes, provide comments below)*

If yes, fee schedule and policy for reduced entrance fees for low-income users included with application

*If yes, please provide documentation that supports this on the Required Attachments page.*

**\*7) What is the applicant's current year budget for parks and recreation**

**\*8) What are the estimated operation and maintenance costs associated with the project**

Comments:

## Section F: Site Conditions

### Instructions:

1. Complete the following property checklist on the environmental Conditions at the project site and adjacent areas, using information from the past ten years or longer, as appropriate.
2. If you answer **YES** or **UNKNOWN** to questions 1-15, you are required to prepare an environmental report. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.
3. Click **Save** to save changes.

**NO**    **YES UNKNOWN**

\*1) Does the applicant, landowner, or others have knowledge that any portion of the property is or has been used for industrial purposes, including manufacturing and/or minerals' processing or extraction (sand, gravel, oil, or gas) at this time or in the past

\*2) Does the applicant, landowner, or others have knowledge that any portion of the property is currently being used or has been used in the past for a gas station, motor vehicle service or repair facility, commercial printing facility, dry cleaners, photo developing lab, junkyard, landfill, waste treatment, storage, processing or recycling or disposal facility

\*3) Does the applicant, landowner, or others have knowledge that any of the following are or have in the past been stored, discarded, or used on the property – automotive or industrial batteries, pesticides or other chemicals used in agricultural practices, paints, industrial waste, or other chemicals in drums or other containers

\*4) Does the applicant, landowner, or others have knowledge that fill dirt or other fill material of unknown origin is on this property or has in the past been placed on the property

\*5) Does the applicant, landowner, or others have knowledge of any evidence of leaks, spills, or stains from a substance other than water at this time or in the past

\*6) Does the applicant, landowner, or others have knowledge that there are or have in the past been waste disposal pits, lagoons, or ponds on the property

\*7) Does the applicant, landowner, or others have knowledge that there are at this time or have in the past been registered or unregistered storage tanks on the property

\*8) Does the applicant, landowner, or others have knowledge that contaminated groundwater lies below the property

\*9) If there is a water well on the property, does the applicant, landowner, or others have knowledge that contaminants have been identified in the well that exceeded legal standards or has the well been identified as contaminated by a government agency

\*10) Has the landowner been notified about any current violations of environmental laws pertaining to activities on the property or does applicant, landowner, or others have knowledge about past violations

\*11) Has the landowner been notified of any environmental assessments of the property that identified a) the presence of hazardous substances, petroleum products, or contamination; or b) the need for further assessment

\*12) Does the applicant, landowner, or others have knowledge that any hazardous substances, unidentified waste materials, tires, or automotive or industrial batteries have been dumped above ground, buried, or burned on the property

\*13) Is the property listed on any federal or state list of contaminated sites, including the site of a leaking underground storage tank

\*14) Does the applicant, landowner, or others have knowledge that any of the adjoining properties are currently being used or have been used in the past for the purposes listed in the previous questions 1-13

\*15) Has an environmental assessment been completed for the site

*If yes, please provide documentation that supports this on the Required Attachments page.*

\*16) Are permits required for the development of the site

If yes, please complete the following table:

**EFFORTS TAKEN TO OBTAIN PERMIT OR  
DETERMINING  
PERMIT REQUIREMENTS**

**TYPE OF PERMIT**

**PERMITTING AGENCY**

If **'Yes'** or **'Unknown'** was selected for any of the questions on this page, please explain here:

# Section G: Natural Features of The Project Site

**Instructions:**

1. Click **Save** to save changes.
2. Great Lakes connecting waters are defined in the *Michigan Natural Resources Trust Fund Application Guidelines*.
3. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

**To the best of your knowledge, does the project site include:**

**\*Great Lakes shoreline or Great Lakes connecting water frontage**

No Yes

**If yes, name of Great Lake or Great Lakes connecting water:**

**How many linear feet of shoreline or frontage**

**\*Inland lake frontage**

No Yes

**If yes, name of water body:**

**What is the size of the total water body in acres**

**How many linear feet of frontage are on site**

**\*River and/or tributary frontage**

No Yes

**If yes, name of water body:**

**How many linear feet of frontage**

Is the river or tributary a state natural river or a federally dedicated wild and scenic river

No Yes

**\*Wetland acreage or frontage**

No Yes

If yes, please list the number of acres of the type(s) of wetland(s) on site:

**Marsh Bog Dune and swale complex**

**Prairie Forest Boreal Forest**

**Fen Shrub Type unknown**

Is documentation of type and quality with application

No Yes

**If yes, source of information:**

**\*Other water acreage or frontage**

No Yes

**If yes, name of other water body:**

Is the entire water body completely within the site boundaries

No Yes

**How many linear feet of frontage or acres of water are on site**

**\*Sand dunes**

**No** **Yes**

**If yes, list the number of acres of sand dunes on the site:**

**Critical** **Not designed as critical, or designation unknown**

Is documentation of type and quality provided with application

No Yes

**If yes, source of information:**

**\*Dedicated state or federal listed wilderness or dedicated natural area or Pigeon River County State Forest land or inholding**

**No** **Yes**

**If yes, name of area:**

**How many acres on site**

**\*Rare species or any other significant feature as defined by the Michigan Natural Features Inventory**

**No** **Yes**

If yes, list species or feature and status.  
*if too many to list here, include in the application narrative.*

Population/range locations denoted on site plan or other map

No Yes

# Section H: Wildlife Values of The Project Site

**Instructions:**

1. Click **Save** to save changes.
2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

***Will the proposed park or park development:***

<b>* Protect wildlife habitat</b> (for example, breeding grounds, winter deeryards, den sites)	<b>No</b>	<b>Yes</b>
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If yes, list species:

How many acres of habitat does the site provide

<b>* Act as a wildlife corridor between existing protected areas or buffer an existing protected area</b>	<b>No</b>	<b>Yes</b>
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If yes, name the existing park(s) or protected area(s):

How many acres are currently in protected status

Is documentation of the ecological value of adjacent protected areas and/or the ability of the project site to act as a corridor/buffer provided with application	<b>No</b>	<b>Yes</b>
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If yes, source of information:

# Section I: Natural Resource Recreation Opportunities

**Instructions:**

1. Click **Save** to save changes.
2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

***Will the proposed park or park development provide new or additional:***

**\*Water recreation opportunities** No                      Yes

**\*Motorized recreation opportunities (ORV and/or Snowmobile)** No                      Yes

**\*Hunting Opportunities** No                      Yes

If yes, what seasons will be available (for example, deer/firearm)

How many acres will be available for hunting

**\*Fishing opportunities** No                      Yes

If yes, what type of fishing opportunities will be provided (species/methods)

**\*Bird watching or other nature viewing opportunities** No                      Yes

If yes, what species can be viewed

**\*Nature interpretation or education opportunities** No                      Yes

If yes, how are the interpretation or education opportunities provided (check all that apply)

Interpretive signage Part time or volunteer naturalist

Interpretive brochures Full time naturalist

Nature center

Have you formed a partnership with another organization to provide interpretive/educational services No                      Yes

If yes, name of organization:

**Provided examples of interpretive materials, descriptions of classes, and other documentation on the interpretive/educational services provided with application:**

# Section J: Public Access Opportunities

**Instructions:**

1. Click **Save** to save changes.
2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

**\* Will the site be open to the general public**

**No**

**Yes**

**Please explain who can access this site**

List the hours open to the public:

From

To

Closed

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Holidays

Comment:

**\* Will this site have an entrance fee**

**No**

**Yes**

**Please explain the fee structure**

# Section K: Trails

**Instructions:**

1. Click **Save** to save changes.
2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

**\* Is the proposed site a trail**

**No**

**Yes**

Who is the primary intended user (Check one)

Hikers/Pedestrians

Road Bicyclists

Equestrians

Mountain Bicyclists

Cross-Country Skiers

Snowmobilers

Other motorized vehicle users

Other, explain:

Who are the secondary users

Hikers/Pedestrians

Road Bicyclists

Equestrians

Mountain Bicyclists

Cross-Country Skiers

Snowmobilers

Other motorized vehicle users

Other, explain:

Is the trail connected to another trail(s) or part of a larger trail network

No

Yes

If yes, what is the name of the network

How long is the trail

Total linear feet

Linear feet bituminous (paved)

Linear feet boardwalk (if applicable)

Linear feet sidewalk

Linear feet other hard surface

What is the width of the trail

Linear feet

**\* Is this proposed project part of the Iron Belle Trail (Governor's Showcase Trail)**

(Applicable for Development or Acquisition)

**No**

**Yes**

# Application Narrative

**Instructions:**

1. The application narrative is an important source of information used to evaluate and score your application. It will provide Grants Management with an overall picture of your proposed project. It is strongly recommended that you review the MNRTF Application Guidelines for additional clarification of what items should be included in the application narrative.
2. Click **Save** to save changes.
3. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

\*I. Project Justification and Support:

\*II. Project Description:

\*III. Natural Resource Access and Protection:

IV. Other Information:

# Additional Information

**Instructions:**

1. Click **Save** to save changes.
2. See the Natural Resources Trust Fund Application Guidelines [here](#) for guidance.

Provide the information listed below, as applicable, and any other information you believe will give us a more complete understanding of your proposed project and assist us in evaluating your application.

- 1) Explain the circumstances under which you closed, sold, or transferred control of any parkland or recreation facilities within your park system.
- 2) List any parks within your system for which you have a "residents only" policy.
- 3) Discuss any health advisories for the water bodies accessed by your project. Describe how these advisories will affect the use of the site and your proposed facilities.