Waterway Access Grant Application for Nonmotorized Recreational Boating Education and Outreach

|  |  |
| --- | --- |
| ***FOR OSMB USE ONLY*** | Grant number: |
| Biennium: | Date Received: |

**Refer to the Waterway Access Grant Education and Outreach Procedure Guide**

|  |
| --- |
| **1 - APPLICANT PROJECT TYPE AND LOCATION** *(All applicants must complete)*  |
| Applicant or entity name: | Phone number: |
| If different from above provide Assumed Business Name: |
| Applicant mailing address: | City, State, Zip |
| Physical address: | City, State, Zip |
| Type of Government Applicant: |
| [ ]  County [ ]  City | [ ]  Port[ ]  Parks District | [ ]  State Agency [ ]  Federal Agency | [ ]  Tribal Government [ ]  Other (Specify)  |
| Type of Private Entity Applicant: |
| [ ]  Non-profit 501c3 or 501c4 [ ]  Private[ ]  Business Corporation [ ]  Professional Corporation[ ]  Oregon Limited Liability Company |  | [ ]  Oregon Limited Liability[ ]  Partnership - Foreign Limited[ ]  Liability Partnership – Business Trust [ ]  Other (Specify) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  Are you a registered Guide or Charter? [ ] Yes [ ] No If Yes, provide Registration Number:  If No, review the information in the link below and contact Outfitter Guide Coordinator with questions:[Oregon State Marine Board : Guides & Charters : State of Oregon](https://www.oregon.gov/osmb/Pages/Guides-Charters.aspx) |
| Name of Project Manager: | Title: |
| Email: | Phone: |
| Name of Fiscal Point of Contact: | Title: |
| Email: | Phone: |
| Project Name: |
| Brief project statement *(1-4 sentences describing scope of project)* |
| List the waterbodies and approximate river miles where activities will occur. |

|  |
| --- |
| Project type, check all that apply: [ ]  Education – Training  [ ]  On-Water Opportunity  [ ]  Equipment Purchase |

|  |
| --- |
| **2 - PARTICIPATION FEES** |
| 1. Describe any fee a participant will pay to participate in the activity or program.
 |
|  |
| 1. Is the fee refundable upon completion of the activity or program?
 |
|  |
| 1. Are there scholarships available to reduce financial barriers to participation?
 |
|  |
|  |
| **3 - PROJECT NARRATIVE DESCRIPTION –**  |
| This section is your opportunity to sell your project. Do not assume that Marine Board staff will know the answers to the questions. You have project knowledge and experience that must be conveyed in your responses. Provide clear and concise responses to the questions. |
| 1. Describe the goal, need and anticipated outcomes of the project or program. (This field will expand as needed)
 |
|  |
| 1. Describe if your project or program is identified in any education, business, strategic, or other plans. (This field will expand as needed)
 |
|  |
| 1. Describe who is the target audience, how you will engage underserved communities to participate and how the project or program is providing opportunities to the communities. (This field will expand as needed)
 |
|  |
| 1. Describe how waterway and boating safety is incorporated into the project or program. (This field will expand as needed)
 |
|  |
| 1. Describe specific actions, materials or equipment that will be completed or donated by the applicant. Include any time, availability or other limitations for these contributions and how that is factored into the overall project.
 |
|  |
| 1. For any products, materials or equipment purchased as part of the grant, describe the useful life and how it was determined. Describe where the items will be stored and maintained to meet or exceed the useful life.
 |
|  |
| **G.** Does the proposed project or program occur at public recreational boating facilities? If yes, describe the frequency of use, number of participants and any agreements or permissions you have with the facility owner. |
|  |
| **H.** Describe past performance on OSMB grants. If you have not received a previous grant from OSMB, describe past performance with Oregon State Parks, Oregon Dept. of Fish and Wildlife or other state agency awarded grant. |
|  |
| 1. Describe the project implementation and completion timeline.
 |
|  |
|  |
| **4 - PUBLIC SUPPORT OR OPPOSITION** *(All applicants must complete***)** |
| **Identify specific public support and opposition to the proposed project:***Note: this section is part of the grant ranking criteria-include emails and letters with application* |
| **Supporters Name** | **Opponents Name** |
| [ ]  Adjacent landowners: |  |  |
| [ ]  User groups: |  |  |
| [ ]  Neighborhood association |  |  |
| [ ]  Local government: |  |  |
| [ ]  State/federal government: |  |  |
| [ ]  Legislative/congressional: |  |  |
| [ ]  General Public |  |  |
| [ ]  Other (specify): |  |  |

|  |
| --- |
|  **5 – PROJECT BUDGET** (All Applicants must complete – See budget worksheet below) |
|  | Applicant | Other | Marine Board | TOTAL |
| Total TIME Budget | $ | **$** |  $ | $ |
| Total FEES Budget | $ | $ |  $ | $ |
| Total MATERIALS, SUPPLIES & EQUIP Budget | $ | $ | $ | $ |
| Total PRE-AGREEMENT Budget | $ | $ | $ | $ |
| **GRAND TOTAL** | $ | $ | $ | $ |

|  |
| --- |
| **6 – BUILD YOUR BUDGET** (All applicants must complete. Attach additional worksheets as needed) |
| 1. **TIME (labor and administration)**
 |
| **Budget Item and Description** | **Contributors** |
| Item | Description | Hours | Rate | TOTAL | Provided by Applicant | Provided by Other | Requested from Marine Board |
| Labor | Example: contract oversight and financial services | 20 | $ 20.00 |  $ 400.00 | $ 400.00 | $ | $ |
| Labor | Example: rafting guide for 4 day trips | 50 | $45.00 |  $2,250.00 | $ | $1,250.00 | $1,000.00 |
| Labor |  |  |  $ |  $ | $ | $ | $ |
| Labor |  |  |  $ |  $ | $ | $ | $ |
| Labor |  |  |  $ |  $ | $ | $ | $ |
| Labor |  |  |  $ |  $ | $ | $ | $ |
| Labor |  |  |  $ |  $ | $ | $ | $ |
| Labor |  |  |  $ |  $ | $ | $ | $ |
| Labor |  |  |  $ |  $ | $ | $ | $ |
| Labor |  |  |  $ |  $ | $ | $ | $ |
|  TIME Sub-Total | $ | $ | $ |
| 1. **FEES (permit, training, rental, participation etc.)**
 |
| **Budget Item and Description** |  **Contributors** |
| Item | Description | Qty. | Value | TOTAL | Provided by Applicant | Provided by Other | Requested from Marine Board |
| Permit fees | Example: State Parks Day Pass, 5 vehicles, 4 days | 20 | $5.00 | $100.00 | $ | $ | $100.00 |
|   |  |  | $ |  $ | $ | $ | $ |
|   |  |  | $ |  $ | $ | $ | $ |
|   |  |  | $ |  $ | $ | $ | $ |
|  FEES Sub-Total | $ | $ | $ |
| 1. **MATERIALS, SUPPLIES, & EQUIPMENT**
 |
| **Budget Item and Description** | **Contributors** |
| Description | Qty. | Value | TOTAL | Provided by Applicant | Provided by Other | Requested from Marine Board |
| Example: Rafts owned by applicant for use on the grant project | 10 | $365.09 |  $3,605.90 | $3,605.90 | $ | $ |
| Example: Sack Lunch for 100 camp participants | 100 | $12.00 |  $1,200.00 | $200.00 | $ | $1,000.00 |
|  |  | $ |  $ | $ | $ | $ |
|  |  | $ |  $ | $ | $ | $ |
|  |  | $ |  $ | $ | $ | $ |
|  |  | $ |  $ | $ | $ | $ |
|  |  | $ |  $ | $ | $ | $ |
|  |  | $ |  $ | $ | $ | $ |
|  |  | $ |  $ | $ | $ | $ |
|  |  | $ |  $ | $ | $ | $ |
|  MATERIALS, SUPPLIES, & EQUIPMENT Sub-Total | $ | $ | $ |
| 1. **PRE-AGREEMENT EXPENSES**
 |
| **Budget Item Description** | **Contributors** |
| Description | TOTAL | Provided by Applicant | Provided by Other | Requested from Marine Board |
| Example: Advertising for camp sign ups |  $170.00 | $170.00 | $ | $ |
|  |  $ | $ | $ | $ |
|  |  $ | $ | $ | $ |
|  |  $ | $ | $ | $ |
|  |  $ | $ | $ | $ |
|  |  $ | $ | $ | $ |
|  |  $ | $ | $ | $ |
| PRE-AGREEMENT Sub-Total | $ | $ | $ |

|  |
| --- |
| 1. **“OTHER” SOURCE, TYPE, AND AMOUNT OF (NON-APPLICANT) CONTRIBUTIONS**
 |
| Grant/Loan/Donation Entity | Name of Grant/Loan | Approved  | Amount of Grant/Loan/Donation |
| Example: We Want Everyone to Experience Boating | Boating is Best | [x] Yes [ ] No | $1,000.00 |
|  |  | [ ] Yes [ ] No | $ |
|  |  | [ ] Yes [ ] No | $ |
|  |  | [ ] Yes [ ] No | $ |

|  |
| --- |
| **6 - APPLICATION SIGNATURE AND CERTIFICATION** *(All applicants must complete)* |
| **Applicant Signature and Certification**Application is hereby made for the activities described above, together with attachments. I certify that I am familiar with the information contained in the application and, to the best of my knowledge and belief, this information is true, complete, and accurate. I further certify that I possess the authority, including the necessary requisite property interests, to undertake the proposed activities.I also certify that the Applicant’s governing body is aware of this request and has authorized the person identified as the official representative of the Applicant to act in connection with this application and subsequent project as well as to provide additional information as may be required.

|  |  |
| --- | --- |
|  \_  |   |
| Print/Type Name | Title |
|   |   |
| Applicant Signature | Date |

By signing below, I affirm the Applicant’s intention to enter into a Cooperative Grant Agreement and agree to comply with Oregon State Marine Board’s program rules, policies, and guidelines as well as all applicable federal, state, and local laws relating to this proposal, additional conditions applicable to an approved Waterway Access Grant, and the resulting project. |

|  |
| --- |
| **ATTACHMENTS** (*Are the following items attached to this application?)* |
| **Required For:** | Education-Outreach |
| Cover letter |  |
| Photos |  |
| Cost estimate or quotes |  |
| Consultant contract | If applicable |
| Pre-agreement documentation |  |
| Letters/emails of support |  |
| Informational Brochure and/or website |  |
| Education or Business Plan |  |

For more information about completing this application refer to the [Boating Facility, Waterway Access](https://www.oregon.gov/osmb/boating-facilities/Documents/Boating_Facility_Grant_Procedure_Guide.pdf) Education and Opportunity Procedures Guide found on our website, [www.oregon.gov/osmb/boating-facilities](http://www.oregon.gov/osmb/boating-facilities) .

For questions contact Janine Belleque, Boating Facilities Manager, 503-877-7580, janine.belleque@boat.oregon.gov

Submit completed application and documentation to Ann Fleckner, Facilities Administrative Assistant, 503-378-2727, ann.fleckner@boat.oregon.gov