Manual 9

Boating Facilities Program

March 1, 2014
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Section 1: Introduction

In this section, you’ll learn about:

✓ Program background
✓ Where to get information
✓ Grant process and timeline

Background

The Boating Facilities Program and its managing agency, the Recreation and Conservation Funding Board, were created in 1964 when the state’s citizens voted to approve Initiative 215. Voters agreed to tax themselves to provide money to enhance the state’s marine recreation lands.

Today, money continues to be collected from marine gasoline taxes.¹ The program pays for land and facilities that support motorized watercraft recreation. Typical projects include land acquisition and development of boat launches and guest moorage facilities. These funds are awarded by Recreation and Conservation Funding Board through an open and competitive process. This manual describes that process, program policies, and project review and evaluation criteria.

About the Recreation and Conservation Funding Board

In Washington, the Recreation and Conservation Funding Board administers Boating Facilities Program grants. The board is a governor-appointed board composed of five citizens and the directors (or designees) of three state agencies – Department of Fish and Wildlife, Department of Natural Resources, and Washington State Parks and Recreation Commission.

¹ Revised Code of Washington 79A.25.040
The Recreation and Conservation Office (RCO) supports the board. RCO is a state agency that manages multiple grant programs to create outdoor recreation opportunities, protect the best of the state's wildlife habitat and farmland, and help return salmon from near extinction.

**Not a Hearings Board**

The Recreation and Conservation Funding Board’s role is to assist in selecting and funding grant proposals and not to act as a hearings board before which land use issues are argued. The board’s intent is that all proposals, to the extent possible, have the support of the local community and be ready for implementation to ensure that maximum benefit is gained from scarce Boating Facilities Program funds.

**Where to Get Information**

Recreation and Conservation Office
Natural Resources Building
1111 Washington Street
Olympia, WA 98501
E-mail: info@rco.wa.gov

Telephone: (360) 902-3000
FAX: (360) 902-3026
TTD: (360) 902-1996
Web site: www.rco.wa.gov

Mailing Address
PO Box 40917
Olympia, WA 98504-0917

RCO grant managers are available to answer questions about this manual and grant program. Please feel free to call.

**Other Grant Manuals You Will Need**

Contact RCO to obtain copies of these publications. Each can be made available in an alternate format.

- **Manual 2, Planning Policies and Guidelines**
- **Manual 3, Acquisition Projects**
- **Manual 4, Development Projects**
- **Manual 7, Long-Term Obligations**
- **Manual 8, Reimbursements**

In addition, Boating Facilities Program administrative policies and guidance for the evaluation questions are established in:
• Revised Code of Washington 43.17.250 “Growth Management Act” and 79A.25 “Marine Recreation Land”

• Washington Administrative Code 286-04, 286-06, 286-13, 286-35

• Recreation and Conservation Funding Board’s Boating Programs Policy Plan (2009).

**Grant Process and Timeline**

RCO offers grants in even years, in conjunction with the state budget. The grant process, from application to grant award, spans 12 months, and is outlined below. While the order of the steps in this process remains consistent, for precise dates, visit the RCO Web site.

**Even-numbered Years**

**Workshops.** RCO conducts workshops (usually as online meetings) in the winter or early spring to provide information about the grant programs offered that year.

**Entering Applications.** RCO strongly encourages applicants to start the online application early. Applicants log into PRISM Online and select the “Get Started/Start a New Application” button to enter grant application information. RCO uses this information to assign an outdoor grants manager. This manager guides applicants through the process, reviews application materials, helps determine whether proposals are eligible, and may visit the project site to discuss site-specific details.

**Planning Deadline.** March 1 is the planning deadline for all programs. This ensures applicants complete the planning process before applying for grants. Agencies that apply for grants in the same year that their planning eligibility expires must ensure that their planning eligibility extends through the board meeting in which the projects first are considered.

Eligible applicants are listed on RCO’s Web site. To verify or establish eligibility for a specific grant program, contact RCO’s planning specialist.

**Applications Due.** Applications are due in early July of even-numbered years. The application includes the data entered into PRISM and all required attachments. Applicants should “submit” the application before the deadline. The “Check Application for Errors” button on the Submit Application screen will indicate which pages are incomplete. Incomplete applications and applications received after the deadline will be returned unless RCO’s director has approved a late submission in advance.

**Technical Reviews.** Applicants will be invited to a technical review meeting, where they present their projects to the Boating Programs Advisory Committee and RCO staff, who
review projects to ensure they are eligible, achieve boating program priorities, identify any issues of concern, and provide feedback on the strengths and weaknesses of each proposal. Applicants make an oral presentation, illustrated with maps, graphics, and photographs using PowerPoint. Grants managers will review the applications also and send comments to applicants. Applicants then can make changes to improve the projects, if needed. Applicants must complete all changes by the technical completion deadline.

**Technical Completion Deadline.** RCO will establish a technical completion deadline by which applicants must make all changes to their applications. After this date, applicants will not be able to make any further changes. RCO will score applicable evaluation criteria as of this date.

**Board Submits Biennial Budget Request.** The Recreation and Conservation Funding Board submits to the Governor a recommended funding amount for the next biennium for the Boating Facilities Program.

**Project Evaluation.** Applicants make an oral presentation, illustrated with maps, graphics, and photographs in PowerPoint, to the advisory committee, which scores each proposal against a set of criteria approved by the Recreation and Conservation Funding Board.

**Post-Evaluation Conference.** After project evaluations, RCO staff tabulate the scores and share the results with the advisory committee. The committee discusses the preliminary ranked list and the application and evaluation processes. The public may join this advisory committee conference call; however, to ensure a fair and equitable process; guests may not testify. Shortly after the conference call, staff post the preliminary ranked lists on RCO’s Web site. The resulting ranked list of projects is the basis for the funding recommendation to the board.

**Odd-numbered Years**

**Legislature Approves Funding.** When it develops the state capital budget, the Legislature approves funding for the Boating Facilities Program.

**Proof of Matching Funds.** Local agencies and Native American tribes must provide proof of the availability of matching funds by the match certification deadline, which is at least one calendar month before board approval of funding. If a state agency has shown a match of some kind in its application, it must provide proof of the availability of matching funds by the certification deadline.

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2 Washington Administrative Code 286-13-040(3)
Board Approves Funding. After the Legislature and Governor approve the capital budget, the board approves the list of projects and the final grant awards, in an open public meeting, after considering the recommendations of the advisory committee, written public comments submitted before the meeting, and public testimony at the meeting. Applicants are encouraged, but not required, to attend.

Pre-agreement Materials. After grant awards, applicants have 60 days to submit pre-agreement documents (checklist provided by grants managers.) RCO staff then prepares and issues the grant contracts, called project agreements. Applicant must return the signed agreements within 90 days. Once the agreements are signed, the applicants, now referred to as project sponsors, may begin their projects, per the terms of the project agreements. Each agreement will be written and monitored for compliance by RCO staff. See Manual 7, Long-term Obligations for more information.

Pre-agreement Costs. RCO will pay only for work performed after project agreements have been signed by both RCO and project sponsors with two exceptions:

- Expenses, such as preliminary designs, environmental assessments, construction plans and specifications, cultural resource surveys, and permits, all of which are incurred within 3 years of the start date of the project agreement.
- Real property acquired under a Waiver of Retroactivity approved by RCO. Note: There are no eligible pre-agreement costs for planning projects.

Construction performed before the execution of a project agreement and compliance with cultural resource laws will not be eligible for payment and may jeopardize funding for the entire project.

Successful Applicants’ Workshop. After the board approves funding, RCO hosts a workshop for successful grant applicants. This workshop covers:

- Project sponsor responsibility for compliance with the terms of the project agreement.
- Amending the project agreement to address project changes, time extensions, scope modifications, special conditions, and cost increases.
- Land acquisition, including tools developed to assist applicants through the acquisition procedures for state and federal grants.
- Development and restoration, including construction plans and specifications, barrier-free design requirements, cultural resources, and bid procedures.

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Ongoing

**Project Implementation.** Grant recipients must complete projects promptly. To help ensure reasonable and timely project completion, accountability, and the proper use of funds, applicants will:

- Submit only projects that will be completed within 4 years of the grant award.
- Provide assurances that the project can be completed within a reasonable time frame, which does not exceed the implementation period approved by the Recreation and Conservation Funding Board.
- Develop milestones for project implementation that does not exceed 4 years.
- Begin project implementation quickly and aggressively to show measurable progress towards meeting project milestones.
- Submit progress reports at intervals as designated by the RCO project agreement.

RCO may terminate projects that do not meet critical milestones established in the project agreement.

By June 1 of each year, RCO will review the status of projects incomplete 3 or more years from the date of funding approval. RCO will ask sponsors to provide assurances that their projects will be completed on time, such as:

- Executed purchase and sale agreements.
- Proof of permitting approvals.
- Awarded construction contracts.
- Progress on other significant milestones listed in the grant agreement.

If satisfactory assurances are not provided, the director may terminate the project.

**Project Completion.** When a project is completed or when the project agreement expires, sponsors have 90 days to submit the final bill, final report, and supporting documents needed to close the project. If the bill and documentation are not submitted
within 6 months of the end date within the agreement, the Recreation and Conservation Funding Board may terminate the project without payment.
Section 2: Policies

In this section, you will learn about:

✓ Program priorities
✓ Eligible applicants
✓ Eligible projects
✓ Other project types
✓ Ineligible projects
✓ Requirements and other things to know
✓ Project area stewardship and ongoing obligations
✓ Restrictions
✓ Definitions

Program Priorities

Policies and priorities are established in the Boating Grant Programs Policy Plan. Highlights are summarized below. The evaluation questions found later in this manual are designed to help select proposals that reflect these policies.

Intent of Grant Program

RCO’s boating grants are intended to facilitate physical access to and from water. While diverse, compatible recreational uses of boating facilities are encouraged, sites and facilities supported by grant programs shall emphasize consistency with grant funding sources. RCO shall serve the motorboat community through the Boating Facilities Program.

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4 The plan can be found at www.rco.wa.gov/documents/rcfb/boating/Boating_grant_policies.pdf.
RCO boating grants shall assist public agencies in providing quality opportunities for the recreational boating public—opportunities that satisfy user needs in an environmentally responsible manner.

RCO boating grants shall support facilities provided for guest, public, recreational boating uses. “Guest” facilities include launches, docks, and moorage of all kinds as well as associated upland support facilities. “Guest” use is short-term, for example moorage up to a maximum of 14 consecutive days. Long-term, permanent, private, or exclusive use facilities are not eligible for grant support.

RCO grant programs are supported by public funds, so facilities supported by RCO grants are expected to be available to the general public at reasonable times.

**Funding Priorities**

Policies and priorities are established in the *Boating Grant Programs Policy Plan*. Highlights are summarized below.

- The Recreation and Conservation Funding Board shall encourage projects that best meet the needs of the motor boating public.
- The Recreation and Conservation Funding Board shall encourage projects that maximize the efficient use of existing sites and facilities.
- Funding preference shall be given to those local projects whose matching share demonstrates greater non-government contributions.
- The Recreation and Conservation Funding Board shall encourage projects that use design standards and construction techniques intended to maximize service life and minimize routine maintenance.
- The Recreation and Conservation Funding Board shall give priority to projects under immediate threat.

**Eligible Applicants**

Only public agencies legally authorized to develop, operate, and maintain recreational facilities are eligible for Boating Facilities Program grants. By law, the following agencies may participate:

- Cities and towns

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5 The plan can be found at [www.rco.wa.gov/documents/rcfb/boating/Boating_grant_policies.pdf](http://www.rco.wa.gov/documents/rcfb/boating/Boating_grant_policies.pdf).
Legal Opinion for First Time Applicants

The Recreation and Conservation Funding Board requires all organizations wishing to apply for grants for the first time to submit a legal opinion that the applicant is eligible to perform the activities below. Note that the legal opinion is required only once to establish eligibility.

- Receive and expend public funds including funds from the Recreation and Conservation Funding Board;
- Contract with the State of Washington and/or the United States of America;
- Meet any statutory definitions required for Recreation and Conservation Funding Board grant programs;
- Acquire and manage interests in real property for conservation or outdoor recreation purposes;
- Develop and/or provide maintenance and stewardship for land and facilities eligible under board rules or policies;
- Undertake planning activities incidental thereto; and
- Commit the applicant to statements made in any grant proposal.

Planning Eligibility Requirements

Each applicant must submit a plan that includes several elements, including goals and objectives, inventory, demand and need analysis, and a public involvement process. The plan must be accepted by RCO by March 1 in even-numbered years. Once RCO accepts the plan, the applicant is eligible to apply for grants for up to 6 years from the date the
applicant organization adopted the plan. It is the applicant’s responsibility to ensure that the plan documentation provided to RCO is current. See Manual 2, Planning Policies and Guidelines for more information.

**Eligible Projects**

Boating Facilities Program funds must be used to support projects that predominantly serve recreational motor boats.

**Acquisition Projects**

Acquisition includes the purchase of real property, either in fee or less-than fee interests such as leases and term easements. Acquisition of less than fee interests must be for at least 50 years and may not be revocable at will. Properties acquired with grant assistance must be developed within 5 years, regardless of whether or not the sponsor receives another RCO grant.

Incidental costs related to acquisitions are eligible. Additional rules for land acquisition are in Manual 3, Acquisition Projects.

**Development Projects**

Complete guidelines for development projects are found in the Recreation and Conservation Funding Board’s Manual 4, Development Projects. Development projects may include:

- Construct new or renovate existing facilities
- Design, engineer, and obtain permits to construct facilities
- Perform periodic dredging (see limits on dredging below)

**Examples of Eligible Development Projects**

Projects that may be funded include construction and renovation of:

- Moorage floats, fixed docks, and buoys for guest boaters.
- Parking and staging areas.
- Ramps and fixed hoists for launching, loading floats.

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6 Washington Administrative Code 286-13-040(2)
• Sewage pump-out stations and "porta-potty" dump stations\(^7\).

• Upland support facilities, such as restrooms, showers, and picnic facilities used exclusively or primarily by recreational guest boaters.

• Periodic dredging, which is limited to removing materials deposited in a channel due to unforeseen events; dredging must extend the facility usefulness for at least five years.\(^8\)

### Planning Projects

Planning projects are meant for the design and permitting of boating facilities. Planning grant proposals are eligible as stand-alone projects because of the often lengthy period needed to obtain permits for development. These projects typically include design, cultural resources review, permitting, and architectural and engineering services.

Planning projects must result in:

• Construction-ready bid documents (plans and specifications), and

• Permits “in hand” that will allow a grant recipient to proceed with development when funds to construct become available.

Reimbursement will be dependent upon the progress made toward completing the scope of work in the grant agreement. This means sponsors must complete a task and submit the associated documentation with the reimbursement request to RCO for that task. If a grant recipient is unable to complete the design or obtain permits, RCO reserves the right to request repayment of the grant.

### Ineligible Planning Projects

Include:

• Design of facilities that do not meet the Boating Facilities Program eligible project criteria.

• Design of facilities that do not provide access to the general public.

• Development of plans for private facilities.

• Master plans, comprehensive plans, or feasibility studies.

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\(^7\) The Washington State Parks and Recreation Commission manages a grant program under the Clean Vessel Act that also pays for marine sanitation facilities.

\(^8\) Revised Code of Washington 79A.25.080
• Planning for sites or facilities that will not result in an eligible Boating Facilities Program project.

**Other Project Types**

**Combination Projects**

Combination projects involve both land acquisition and facility planning, development, or renovation. To help ensure timely completion of these projects, at least 1 month before the Recreation and Conservation Funding Board considers approving funding for a combined acquisition and development or renovation project, applicants must secure the property by one of the following methods:

• Acquisition under the Waiver of Retroactivity policies and procedures (*Manual 3, Acquisition Projects*).

• Have property in escrow pending grant approval. Closing must occur within 90 days after the funding meeting.

• Obtain an option on the property that extends past the Recreation and Conservation Funding Board funding meeting. Execution of the option must occur within 90 days after this meeting.

If the acquisition is for less than fee interest, and if not acquired already via a Waiver of Retroactivity, applicants also must provide draft copies of all leases or easements to RCO for review. Execution of the leases or easements must occur within 90 days after the funding meeting.

For the acquisitions to remain eligible, sponsors must follow all of the requirements and procedures outlined in *Manual 3, Acquisition Projects*.

**Phased Projects**

The Recreation and Conservation Funding Board recommends that applicants discuss phasing very expensive or complex projects with RCO staff. Phased projects are subject to the following parameters:

• Approval of any single phase is limited to that phase. No approval or endorsement is given or implied toward future phases.

• Each phase must stand on its merits as a viable or complete recreation experience and is not dependent on the completion of future phases or work.

• Each phase must be submitted as a separate application.
Progress and sponsor performance on previously funded project phases may be considered by the Recreation and Conservation Funding Board when making decisions on current project proposals.

If two or more projects are ranked equally through the evaluation process, the Recreation and Conservation Funding Board will give preference to a project that has had a previous phase funded by the board.

**Multi-Site Projects**

These conditions apply to the eligibility of projects that include more than a single location:

- Funding for each worksite may total no more than $50,000.
- All work types\(^9\), across all worksites, must be of the same type (for example, all gangways, all pilings, etc.).
- All worksites and work types must be either saltwater- or freshwater-oriented; No combinations of saltwater and freshwater sites in the same project.
- All work types must meet the Office of Financial Management’s capital project criteria, defined in the biennial publication *Washington State Capital Plan Instructions*.
- All worksites must be in no more than two adjacent counties.
- Each worksite’s location must be described in a way that makes an RCO site inspection possible.

**Ineligible Projects**

Projects not eligible for Boating Facilities Program funding include, but are not limited to:

- Any facility for leased, exclusive use, or moorage for more than 14 consecutive days. Long-term moorage may be allowed if you have a Use Certification from RCO. See Commercial and Other Non-recreational Uses Section on Page 19).
- Any facility for commercial use or commercial vessels.
- Maintenance dredging.
- Concession buildings or space.

\(^9\) Specific work proposed for a project (i.e., boat launch development, dredging, install boarding float, etc.).
• Fuel sales equipment including piping, fuel pumps, and storage tanks.
• Mobile vessel transporters.
• Those on waters prohibiting gasoline powered motors.
• Those primarily for non-gasoline powered watercraft such as canoes, kayaks, or diesel powered craft.

Requirements and Other Things to Know

Landowner Acknowledgement of Application

As part of any grant application for acquisition of real property, the project sponsor must demonstrate that the landowner is aware of the project sponsor’s interest in purchasing property rights. Applicants may meet this requirement by completing one of four options as detailed in RCO Manual 3, Acquisition Projects.

Control of the Land

To protect investments made by the Recreation and Conservation Funding Board and to assure public access to those investments, sponsors must have adequate control of project sites to plan, construct, operate, and maintain the areas for the term required by the grant program and project agreement. This “control and tenure” may be through land ownership, a lease, use agreement, or easement. See Manual 4, Development Projects for more information.

Universal, Barrier-free Access

Grant recipients must ensure that all facilities paid for with Recreation and Conservation Funding Board grants meet current barrier-free standards. Several laws and codes provide construction designs that meet these standards. Facilities not covered by these laws and codes are not exempt from barrier-free access. Grant recipients must, to the highest degree reasonable, make project elements accessible. See Manual 4, Development Projects and the RCO Web site.

Plans, project applications, cost estimates, and construction drawings must reflect compliance with facility access and signing requirements.

Sustainability

The Recreation and Conservation Funding Board encourages greater use of sustainable design, practices, and elements in projects. To the board, “sustainability” means to help
fund a recreation or conservation project that minimizes impact to the natural environment while maximizing the project’s service life.

Grant recipients are encouraged to incorporate sustainable design, practices, and elements into the scope of a project. Examples may include use of recycled materials; native plants in landscaping; pervious surfacing material for pathways, trails, and parking areas; energy efficient fixtures; onsite recycling stations; and composting.

**Cultural Resources Review**

Executive Order 05-05, Archaeological and Cultural Resources (www.governor.wa.gov/office/execorders/EOarchive/eo_05-05.pdf), directs state agencies to review all capital construction projects and land acquisition projects carried out for the purpose of capital construction.

Such projects must be reviewed for potential impacts to cultural resources\(^{10}\) to ensure that reasonable action is taken to avoid adverse impacts to these resources.

**Review Process**

RCO initiates the review process. Using materials submitted as part of the application, including the cultural resource reporting forms, RCO submits projects to the Department of Archaeology and Historic Preservation and affected Native American tribes for a determination of possible impacts to archaeological and cultural resources and whether consultation will be required.

Any consultation required by the Department of Archaeology and Historic Preservation will involve the applicant, the archaeology department, RCO, and any affected tribes. The outcome of the consultation may require an applicant to complete a cultural resources survey and a continuation of the consultation to determine next steps. The consultation must be completed before RCO will disburse any funds for construction.

State agency sponsors act as lead for ensuring compliance with archaeological, historic, and cultural resources requirements. RCO will not initiate review or consultation for projects sponsored by another state agency,

See *Manual 3, Acquisition Projects* or *Manual 4, Development Projects* for more information.

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\(^{10}\) Cultural resources means archeological and historical sites and artifacts, and traditional areas or items of religious, ceremonial, and social uses to affected tribes.
Projects on State-owned Aquatic Lands

If a project will occur over or in a navigable body of water, an authorization to use state-owned aquatic lands may be needed.

All marine waters are, by definition, navigable, as are portions of rivers influenced by tides. Navigable rivers and lakes are those determined by the judiciary, those bounded by meander lines, or those that could have been used for commerce at the time of statehood. The Department of Natural Resources’ aquatic land managers will help the grant applicant determine if the project will fall on state-owned aquatic lands and provide more information on its authorization process. See the land manager coverage map online at www.dnr.wa.gov/Publications/aqr_land_manager_map.pdf for contact information for the Department of Natural Resources aquatics land managers.

If the project is on state-owned aquatic lands, the grant applicant will need to secure a lease or easement to use those lands from the Washington Department of Natural Resources. The lease or easement may take up to a year to receive. RCO requires the executed lease or easement within 60 days after board funding approval to show control and tenure for the site. The lease or easement is required before the project will be placed under agreement, unless RCO’s director approves in advance.

The following online resources may be helpful to review:

- *Grant Projects on State-owned Aquatic Lands* at www.dnr.wa.gov/Publications/em_fs11_018.pdf
- *Boundaries of State-owned Aquatic Lands* at www.dnr.wa.gov/Publications/aqr_aquatic_land_boundaries.pdf
- *Caring for Washington’s Nearshore Environments* at www.dnr.wa.gov/Publications/em_fs10_001.pdf

You Have to Pay First

RCO pays grants through reimbursement. You may request reimbursement only after you have paid your employees and vendors. RCO does not provide money before vendors are paid. And, RCO will not pay more than the grant recipient’s “out-of-pocket” costs. Billing procedures are explained further in *Manual 8, Reimbursements*. 
Prorating Projects

If a project will benefit a variety of recreational activities, RCO grants will pay for only the percentage of the project that is used for boating activities eligible in this program. You must prorate your costs based on that percentage and include documentation to validate the prorated percentage in the application materials. Applications will not be considered for funding if costs are not prorated appropriately.

For example, if the grant applicant proposes to build a breakwater that will protect moorage for all boats, grant applicants should identify the percentage of non-eligible boats that would benefit from the project and deduct that cost from the grant application. If 70 percent of the boats in the marina have permanent moorage (a non-eligible use), the grant applicant may include only the 30 percent of project costs associated with short-term guest moorage. Applicants should include an explanation of prorating in their grant application materials as well as data to validate their methods.

Project Area Stewardship and Ongoing Obligations

An RCO grant comes with long-term obligations to maintain and protect the project area after a project is complete. The long-term obligations for the Boating Facilities Program are in state law\textsuperscript{11}, the project agreement, and Manual 7, Long-term Obligations. A template of the project agreement may be found on RCO’s Web site at www.rco.wa.gov/documents/manuals&forms/SampleProjAgreement.pdf.

RCO recognizes that changes occur over time and that some facilities may become obsolete or the land needed for something else. The law discourages casual discards of land and facilities by ensuring that grant recipients replace the lost value when changes or conversions of use take place.

In general, the project area funded with an RCO grant must remain dedicated to the use as originally funded, such as boating recreation, for as long as defined in the project agreement. For acquisition projects, the period is determined by the rights that are acquired. For development and restoration projects, the period is determined by the type of control and tenure provided for the project.

A conversion occurs when the project area acquired, developed, or restored with RCO grant funding is used for purposes other than what it was funded for originally. See RCO Manual 7, Long-term Obligations for a discussion of conversions and the process required for replacement of the public investment. Non-compliance with the long-term obligations of an RCO grant may jeopardize an organization’s ability to obtain future RCO grants.

\textsuperscript{11} Revised Code of Washington 79A.25.100
Restrictions

The restrictions described in this section apply only to portions of a facility funded by Boating Facilities Program grants, and those support facilities needed for recreational motorboat users.

Recreational Motorboats Have Priority

To comply with state law, a sponsor must operate the Boating Facilities Program-assisted facility in a manner that assures that recreational boaters have continuous and reasonable access. In case of conflict, non-commercial, guest recreational boating activities shall have priority.

Sponsors must manage and enforce requirements consistent with this section. Rules that are more restrictive may be adopted by the sponsor if the intent is to achieve a desired recreational experience, reduce conflicts, and achieve a desired level of environmental quality.

Access Restrictions

The use of card, punch code, or similar privileged locking devices to restrict access to grant-assisted restrooms, showers, or moorage floats is allowed for management purposes. However, the general public must have access to such facilities at reasonable times (for example, daylight hours) without restriction. This provision does not apply when access is closed to all, such as during repairs or maintenance, or during a low recreational use season (see below).

Commercial and Other Non-recreational Uses

Use Certification

Approval to use a Boating Facilities Program facility for commercial, non-motorized watercraft, non-guest boating, or non-recreational purposes, explained later in this section, is contingent on the sponsor’s written request for a "Use Certification." The written request must include specific dates not to exceed a calendar year in duration, exact facilities affected, maps, recreational and non-recreational use data, and monitoring and site plans. RCO must approve the request before the activity begins. This request for certification must guarantee, and any approval will be conditioned upon, the following:

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12 Revised Code of Washington 79A.25
• The use will not interfere with guest, recreational motor boating. Some portion of the facility always must be available to meet off-season or recreational uses.

• Boating Facilities Program project elements will be returned completely to guest, recreational use not later than the third Friday in April. Exceptions are listed under the "Other Uses Regardless of Season" and "Launch Facilities" Sections below).

• The use or activity will be safe.

• The use will not damage the facility.

• The sponsor will conform to the board’s income policies (Washington Administrative Code 286-13-110 and Manual 3, Acquisition Projects or Manual 4, Development Projects).

High Recreational Use Season

From at least the third Friday in April through September 30, use of a Boating Facilities Program facility for commercial, non-motorized watercraft; non-guest boating; or other non-recreational boating activities is prohibited. Exceptions to this policy are listed below under “Other Uses Regardless of Season” and “Launch Facilities” Sections below.

On a case-by-case basis, if provided with written justification, RCO's director may adjust the length of the 'High Recreational Use Season' or authorize other exceptions.

Low Recreational Use Season

From October 1 to the third Friday in April, continuous use of the Boating Facilities Program facility is allowed only after a “Use Certification” has been approved by RCO. The Use Certification may be used for:

• Moorage of non-commercial recreational vessels.

• Moorage of recreational rental boats for concession operation purposes.

• Moorage of commercial vessels.

• Support of fishing equipment or boat machinery repair or storage.

• Support of salmon net pens or other aquaculture activities.

Other Uses Regardless of Season

Use of a Boating Facilities Program facility for the following purposes is contingent on a Use Certification approved by RCO before the activity begins. Other uses are:
Section 2: Policies

- Concession activities that enhance the recreational experience, if performed by an agent of the project sponsor, or through a use agreement with the sponsor.
- Activities such as on-water boat sales, shows, or public events.
- Moorage of watercraft used by a sponsor, or a contractor of the sponsor, while engaged in a construction, renovation, repair, or maintenance activity that lasts more than 10 days.
- Short-term moorage for commercial vessels during loading and unloading of passengers when the destination is a recreation site or facility accessible only or primarily by boat. This includes "general tour" vessels (motorized and non-motorized harbor tours, dinner cruises, sightseeing, private ferries, sports game-day transportation, and so on).

Regardless of the use certification, the board or the RCO director may deny or rescind approval for the "other uses" based on a review. This review may include:

- Any possible immediate or cumulative impact on recreational boaters' ability to use the facility during such events, or
- How well the sponsor has met its use certification guarantees.

Launch Facilities

Launch facilities must be designed and used primarily for public, non-commercial, recreational, motorboat launching and retrieval. Unless otherwise restricted by the grant recipient, these facilities occasionally may be used for a commercial purpose, including launching and retrieving commercial vessels. This commercial use or activity must not:

- Restrict or diminish public recreational use.
- Cause damage to the launch or related facilities.
- Cause an unsafe condition.

Definitions

Commercial Use

Commercial use means the use of any marine craft, facility, or marine recreation land in a way that normally is intended to yield a profit or for purposes other than enjoyment, sport, leisure, or pleasure. This includes, but is not limited to:

- Commercial fishing, loading or unloading of freight, marine equipment servicing.
• Use of areas by concessionaire operations.

• Use involving research or development of underwater resources.

• On-water vessel sales or demonstration of vessels available for sales.

**Commercial Vessel**

Commercial vessel includes, but is not limited to, any vessel:

• Used or retained primarily for commercial purposes.

• Operated by a person who has been engaged or will be using it to engage in a commercial activity during the current course of travel or passage.

• Held for charter.

• Used for the transport of freight or non-recreational fish catches.

• Used primarily for research or development of underwater resources.

• Used for the transport of passengers for profit, charter, or fee.

**Commercial Vessel Used for Personal Recreational Purposes**

A commercial vessel is considered a recreational vessel when it is used solely for personal enjoyment, sport, leisure, or pleasure, and not combined with any commercial use as defined above.

**Guest Recreational Boating**

Recreational boats using moorage for a maximum of 14 consecutive days are considered short-term, guest recreational boating.
Section 3: Money Matters

In this section, you'll find out about:

✓ Matching resources
✓ Match requirements
✓ Match availability and certification
✓ Types of match
✓ Grant limits
✓ Records and reimbursement

Matching Resources

Match is the project sponsor’s contribution to a project. Most Recreation and Conservation Funding Board programs require sponsors to match grants to meet statutory requirements, demonstrate a local commitment to the project, and to make funds available to a greater number of projects. In some grant programs, state agency sponsored projects are eligible for full funding.

Eligible Match

A sponsor’s matching share may include one or combination of the following:

- Appropriations and cash
- Bonds – council or voter
- Conservation futures
- Corrections labor
- Donations – the value of using cash, equipment, labor, materials, property rights, or services (see note below)
• Force account\(^{13}\) – the value of using a sponsor’s labor, equipment, and materials

• Grants – federal, state, local and private (see notes below)

• Local impact and mitigation fees (see note below)

• Proceeds of a letter of credit or binding loan commitment

• Other Recreation and Conservation Funding Board grants that meet the requirements outlined below.

**Not Allowed as Match**

• Existing sponsor assets such as real property or developments.

• Costs that are double counted (that is, a cost incurred by recipient sponsor in a project that has been reimbursed by RCO shall not be used as a match on another RCO project).

• Cost that are not eligible for grant assistance.

• Cost that are not necessary or an integral part of the project scope.

• Cost associated with meeting a mitigation requirement for another project or action (e.g., permit requirement, Federal Energy Regulatory Commission relicensing, Habitat Conservation Plan, legal settlement, etc.).

**Match Requirements**

Recreation and Conservation Funding Board grants are intended to be the last source of funding for a project. In other words, the required match must be secured so the project can move forward. Board grants also are intended to supplement the existing capacity of a sponsor, not to replace existing funding that would have been used for a project without grant funding.

All matching resources must be:

• An integral and necessary part of the approved project,

• Part of the work identified in the application and project agreement,

• For eligible work types or elements, and

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\(^{13}\) “Force account” means to use the applicant’s resources as opposed to that of contractors, volunteers, or others.
• Committed to the project.

RCO rules governing projects apply to the grant applicant’s match. For example, if a grant applicant uses donated land as a match, RCO rules requiring the land to remain in recreation use forever apply to the donated land as well.

In many grant programs, particularly those where match is not required, the Recreation and Conservation Funding board adopted evaluation criteria to encourage applicants to contribute matching shares. This typically is reflected in the criteria when points are given for non-governmental contributions or for exceeding the minimum match requirements. Applicants should carefully review the evaluation instrument to determine if this applies to your project.

Except for grant applications submitted within the same biennium, matching resources or board grant funds committed in one board-funded project must not be used as match in another board funded project.

**Local Agencies and Native American Tribes**

The Recreation and Conservation Funding Board shall give funding priority to those projects whose matching share demonstrates greater non-government contributions.

The Recreation and Conservation Funding Board pays up to 75 percent of a project’s cost while the local agency pays a minimum of 25 percent.

**Local Agencies Only**

At least 10 percent of the total project cost must be provided in the form of a non-state, non-federal contribution.

**State Agencies**

State agencies do not need to provide a match. However, all applicants are encouraged to find ways to reduce government costs as much as possible. This is reflected in the project evaluation criteria.

**Match Availability and Certification**

To help ensure Recreation and Conservation Funding Board projects are ready for implementation upon approval, applicants must have matching funds available for expenditure before the Recreation and Conservation Funding Board approves funding. All applicants are required to sign and submit a Certification of Match form to ensure their project is included in the funding recommendation. Applicants are advised to plan ahead for projects whose match depends on citizen votes or passage of ballot measure.
This certification is due at least 30 days before Recreation and Conservation Funding Board action.\textsuperscript{14} The forms and deadlines for certifying match are on the RCO Web site.

RCO may declare projects ineligible if there is no guarantee that matching funds are available and those projects may be passed over in favor of projects with the match in place. Such decisions are based on the Recreation and Conservation Funding Board’s confidence in the applicant’s ability to have the match in place when required.

When another Recreation and Conservation Funding Board grant is used as match, the “Certification of Match” will be tentative, conditioned on receipt of the other grant or on the sponsor providing the match from other resources. The applicant will have 6 months from the time of the first grant award to certify the match requirements of that grant. To prevent a backlog of unspent grants, the sponsor must finish the project by the earliest completion date of the two grants.

### Types of Match

#### Donations and Force Account

Donations are eligible only as matching funds and are not reimbursable. This means RCO will not pay more than the sponsor’s out of pocket expenses. Valuing donations of equipment, labor (including inmates, community service labor, and volunteers), and material is discussed in \textit{Manual 8, Reimbursements}. RCO strongly encourages applicants to secure written confirmation of all donations you plan to use as match and attach the donation letters to your PRISM Online application.

Donated land must expand existing recreation lands or stand on its own as a viable recreation area. Review \textit{Manual 3, Acquisition Projects} before taking title to property that will be donated and used as match. Manual 3 outlines the requirements for valuing the property and for securing a donation statement from the seller.

Force account refers to use of a sponsor’s staff (labor), equipment, or materials. These contributions are treated as expenditures.

#### Other Grants

In some cases, a sponsor may use funds awarded from a separate grant program as its match. Other grants are eligible as long as the purposes are similar and grant sources do not restrict or diminish the use, availability, or value of the project area.

\textsuperscript{14} Washington Administrative Code 286-13-040(3)
The eligibility of federal funds to be used as a match may be governed by federal requirements and thus will vary with individual program policies.

Applicants must clearly identify in the grant application all grants to be used as match. RCO will help you determine if the source is compatible with Recreation and Conservation Funding Board grants.

**RCO Grants as Match**

Another Recreation and Conservation Funding Board grant or Salmon Recovery Funding Board grant may be used to help meet the match requirements if:

- The grants are not from the same Recreation and Conservation Funding Board grant program,
- Only elements eligible in both grant programs are counted as the match,
- Each grant is evaluated independently and on its own merits, as if the match were coming from elsewhere, and
- Except for federal agencies, state agencies and Native American tribes, at least 10 percent of the total project cost is provided in the form of a non-state, non-federal contribution

For evaluation scoring purpose, an RCO grant used as match will not count toward the award of matching share points.\(^{15}\)

**Mitigation Funds as Match**

The Recreation and Conservation Funding Board allows use of impact fees and mitigation cash payments, such as money from a fund established as a mitigation requirement, as match if the money has been passed from the mitigating entity to an eligible applicant, and the board’s grant does not replace mitigation money, repay the mitigation fund, or in any way supplant the obligation of the mitigating entity.

**Grant Limits**

By statute, half of available boating funds are reserved for local agency projects and half for state agency projects.

\(^{15}\) Resolution 2014-06
Local Agencies and Native American Tribes

The board allows grants up to:

- $1 million for a development project
- $1 million for a land acquisition project
- $1 million for a project that combines acquisition and planning OR acquisition and development
- $200,000 for a planning project
  - Planning means architecture and engineering, environmental review, cultural resources, and permitting. See the section on planning projects later in this manual for more information.
  - Grant limit will be 20 percent of the estimated construction cost or $200,000, whichever is less.

State Agencies

The total of all Boating Facilities Program dollars requested by any single state agency may not exceed twice that estimated by the Recreation and Conservation Funding Board to be available for state agencies in a grant cycle.

Administration, Architecture, Engineering

Direct administrative costs for acquisition of real property are limited to no more than 5 percent of the total acquisition cost.

Architecture and engineering costs for development and renovation projects are limited to 20 percent of the total development project cost.

Additional information about eligibility and reimbursement maximums for these elements is contained in Manual 3, Acquisition Projects (administration costs) and Manual 4, Development Projects (architectural and engineering costs).

Cost Overruns

Project cost overruns are the responsibility of the sponsor. Also, the Recreation and Conservation Funding Board will not reimburse more than the sponsor’s actual expenditures.
Records and Reimbursement

Applicants must keep detailed records of all funded project costs including force account values and donated contributions. Refer to Manual 8, Reimbursements for details and instructions regarding audits, record retention, and documents required for reimbursement.
Section 4: Project Evaluation

In this section, you’ll find out about:

- The Boating Programs Advisory Committee
- Evaluation criteria

**Boating Programs Advisory Committee**

RCO manages the Boating Facilities Program and the Boating Infrastructure grant program with the assistance of a standing advisory committee. The Boating Programs Advisory Committee’s role is to recommend policies and procedures to RCO for administering grant funds and to review, evaluate, and score grant applications. The resulting ranked lists are the basis for funding recommendations to the Recreation and Conservation Funding Board. The Recreation and Conservation Funding Board makes the final funding decision in an open public meeting.

In recruiting members for the committee, RCO seeks to appoint people who possess a statewide perspective and are recognized for their experience and knowledge of outdoor recreation and boating in Washington.

Check RCO’s Web site for the current committee membership at [www.rco.wa.gov/grants/advisory_committees/boating.shtml](http://www.rco.wa.gov/grants/advisory_committees/boating.shtml).

RCO’s director may appoint *ex officio* members to the committee to provide additional representation and expertise.

**Do Not Fund Recommendation**

Occasionally during evaluations, the advisory committee may express significant concerns about a project, such that it would like to discuss a “Do Not Fund” recommendation. If this occurs, the advisory committee may discuss its concerns at the post-evaluation meeting, which takes place after application scores are tabulated.
If a “Do Not Fund” recommendation is scheduled to be considered, RCO will notify the applicant in writing, identify the significant concerns expressed by the evaluators, and invite the applicant to attend the post-evaluation meeting to respond to questions. The applicant also may submit a written response to the evaluators’ concerns. To ensure all projects are treated equally, no additional testimony from applicants or visitors is taken at the post-evaluation meeting. The advisory committee determines a “Do Not Fund” recommendation by a simple majority vote of the committee members that participated in application evaluations.

RCO staff will forward to the board a summary of the “Do Not Fund” recommendation and any committee member comments. The board will consider the advisory committee’s recommendation at a regularly scheduled public meeting, before the ranked list is adopted (consideration may take place at the same meeting, but the “Do Not Fund” recommendation will be discussed before the ranked list is adopted). The board retains discretion in awarding all grant funds.
## Evaluation Criteria

### Boating Facilities Program Evaluation Criteria Summary

<table>
<thead>
<tr>
<th>Scored by</th>
<th>Question</th>
<th>Item</th>
<th>Project Type</th>
<th>Possible Points</th>
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<tbody>
<tr>
<td>Advisory Committee</td>
<td>1</td>
<td>Need</td>
<td>All</td>
<td>15</td>
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<tr>
<td>Advisory Committee</td>
<td>2</td>
<td>Site suitability</td>
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<td>15</td>
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<td>Advisory Committee</td>
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<td>Urgency</td>
<td>Acquisition</td>
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<td>Acquisition and Planning</td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Acquisition and Development</td>
<td>5</td>
</tr>
<tr>
<td>Advisory Committee</td>
<td>3b</td>
<td>Project Design</td>
<td>Development</td>
<td>10</td>
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<tr>
<td></td>
<td></td>
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<td>Acquisition and Development</td>
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<tr>
<td>Advisory Committee</td>
<td>3c</td>
<td>Planning success (architecture and engineering only)</td>
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<tr>
<td></td>
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<td>Boating experience</td>
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<td>Advisory Committee</td>
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<td>Readiness</td>
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<td>5</td>
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<td>Matching shares including non-government contributions</td>
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<td>Proximity to people</td>
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<td>RCO Staff</td>
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<td>Growth Management Act (local agencies) preference</td>
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<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>Local=66 State=63</strong></td>
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</tbody>
</table>

All project types = Acquisition, development or renovation, combination, and planning (architecture, engineering or permit related). Combination projects include both acquisition of real property and either development or planning activities.
Scoring Criteria

Scored by the Advisory Committee

1. **Need. Is the project needed?**

   Consider whether the project addresses boater needs as described in the *Boating Grant Programs Policy Plan*. Consider the goal of the project and how it relates to the service area:

   - Inventory of existing sites and facilities
   - Physical condition of the inventory
   - Un-served or under-served populations
   - Amount of use of existing sites
   - Potential use of proposed sites
   - How the project meets the need

   Is the project named by location or type as a priority in an adopted plan? Examples of such plans include: comprehensive, shoreline, port, waterfront access, park, open space, capital improvement, and capital facilities.

   For example, a proposal for a new site in a large city with few existing sites likely would seem to fill a substantial need and could receive a high score. A proposal for improving a geographically remote site accessing an important sport fishery in high demand could also receive a high score.

   ▲ Point Range: 0-5 points, which staff later multiplies by 3.

2. **Site suitability. Is the site well-suited for the intended recreational uses?**

   Consider the following:

   - The site’s size and location
   - Topography and soil conditions
   - Existing facilities or development (if any)
   - Adjacent land uses
   - Natural features or attractions (such as productive fishing locations)
Alternatives that may have been considered

In general, sites more suitable for the intended uses should get higher scores.

▲ Point Range: 0-5 points, which staff later multiplies by 3.

3a. Urgency (any project with acquisition as a component). How urgent is the need for funding from the Recreation and Conservation Funding Board?

If grant funding is not made available, will public access or use be lost? Consider the availability of alternatives. Where none exist, the significance of Boating Facilities Program funding may be higher. Boating Facilities Program funding shall augment, not replace, other sources of funding available to the grant recipient.

▲ Point Range: 0-5 points. Staff later multiplies acquisition only projects by 2.

- 0 points No evidence presented.
- Low score Minimal urgency. Site opportunity appears to be in no immediate danger of a loss in quality or to public use in the next two years.
- Medium score Actions are under consideration that could result in the opportunity losing quality or becoming unavailable for future public use.
- High score Actions will be taken that will result in the opportunity losing quality or becoming unavailable for future public use.

3b. Project design (development or acquisition and development projects only). Is the proposal appropriately designed for the intended use?

Recreation and Conservation Funding Board policy rewards design standards and construction techniques intended to maximize service life, minimize routine maintenance, and avoid environmental impacts.

For example, if users of a proposed boat ramp can be expected to be power loading, solid concrete ramp construction may be more appropriate than concrete plank construction. In harsh marine conditions, steel piling or concrete could be expected to have a longer service life than timber piling.
Evaluators should consider design and construction elements such as:

- Accurate cost estimates
- Aesthetics
- Environmental impacts
- Future maintenance needs*
- Innovative and creative elements*
- Materials and specifications*
- Risk management
- Space relationships*
- User friendly elements

*Barrier-free considerations

▲ Point Range: 0-5 points. Staff later multiplies development only projects by 2.

**3c. Planning success (planning or acquisition and planning projects only). What potential does this project have to successfully complete the required documents needed to start a development project?**

Evaluators are asked to judge how likely it is that the project will result in development in the near future. Factors to consider include:

- Cost-effective design and construction standards.
- Site conditions that might require extraordinary or unique architectural and engineering efforts.
- The results of public involvement.
- Whether design approaches are untested or have tested successfully.
- The experience or expertise of the organization that will do the work.
- The complexity or feasibility of environmental mitigation that could be required.

▲ Point Range: 0-5 points. Staff later multiplies planning only projects by 2.
4. **Cost-benefit. Do the benefits of the project outweigh the costs?**

Having reviewed the technical and other merits of the project proposal, evaluators now are asked to determine its overall cost-benefit.

Cost can be more than dollars. It also can be unacceptable harm to the environment, or something that causes unnecessary ill will for boaters.

Benefit is the gain realized with the requested level of public investment. It can be gain for boaters, the environment, or the public, or some other gain.

Proposals demonstrating greater net benefits should score higher than proposals with limited value, or with value at too great a cost.

▲ Point Range: 0-5 points, which staff later multiplies by 2.

5. **Boating experience. How will the project affect the boating experience?**

Boaters are increasingly concerned about the quality of the boating experience. Although the meaning of a quality experience is highly personal, evaluators should consider the complex relationships among:

- The size and location of the water body to be accessed.
- The number and types of boats using that water body.
- The traditional or historic use of the water body.
- The number and types of additional boats that could gain access.
- Current and expected boat speeds.

Evaluators are asked to consider the overall potential impact of a proposal.

▲ Point Range: -2 to 3 points, which staff later multiplies by 2.

-2 or -1 points Proposal will harm or disrupt a quality boating experience.

0 points Proposal will not change the boating experience.

1 to 3 points Proposals will enhance or improve quality boating.
6. **Readiness. Is the project ready to proceed?**

The Recreation and Conservation Funding Board policy encourages proposals that are ready for immediate implementation. That is, an applicant should be ready to start work as soon as a project agreement is signed.

 Acquisition proposals that have completed negotiations should get a higher score than a proposal for which negotiations are still underway or have not yet started.

 Development proposals with permits in hand should score higher than proposals that are in the process of securing permits.

 An architecture and engineering proposal may merit a high score if it is clear that work on the permit or plan can start immediately.

 ▲ Point Range: 0-5 points. There is no multiplier.

**Scored by RCO Staff**

7. **Matching shares. To what extent will the applicant match Boating Facilities Program funds with contributions from its own resources?**

To qualify, contributions must be eligible for Boating Facilities Program funding, and may include:

- Cash, the value of donated labor, equipment, and materials.
- The value of donated land or lesser interests in land, except when the interest is owned by the applicant or by a public agency.

For evaluation scoring purposes, an RCO grant used as match will not count toward the award of matching share points.

▲ Point Range: 0-4 points.

*Local Agencies*

0 points 0-25 percent of project’s value will be contributed from applicant resources.

1 point 25.01-45 percent of project’s value will be contributed from applicant’s resources.

2 points 45.01-55 percent of project’s value will be contributed from applicant’s resources.
3 points  55.01 percent or more of project's value will be contributed from applicant’s resources.

**Local and State Agencies**

1 point  Staff adds 1 point to the score assigned above if an applicant demonstrates that its matching share includes non-government contributions equivalent to 10 percent or more of the total project cost.

Revised November 19, 2004

8. **Proximity to people. Is the project site in a populated area?**

The Recreation and Conservation Funding Board policy is to give preference to projects in populated areas. Populated areas are defined in Revised Code of Washington 79A.25.250 as a town or city with a population of 5,000 or more, or a county with a population density of 250 or more people per square mile.

Is the project in an area meeting this definition?

▲ Point Range: 0-1 point.

0 points  No

1 point  Yes

9. **Growth Management Act Preference. Has the applicant made progress toward meeting the requirements of the Growth Management Act?**¹⁶

State law requires that:

A. Whenever a state agency is considering awarding grants to finance public facilities, it shall consider whether the applicant ¹⁷ has adopted a comprehensive plan and development regulations as required by Revised Code of Washington 36.70A.040 (“state law”).

B. When reviewing such requests, the state agency shall accord additional preference to applicants that have adopted the comprehensive plan and development regulations. An applicant is deemed to have satisfied the requirements for adopting a comprehensive plan and development regulations if it:

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¹⁶ Revised Code of Washington 43.17.250 (Growth Management Act preference required.)

¹⁷ All references to applicants in this question refer to counties, cities, and towns only.
Section 4: Project Evaluation

- Adopts or has adopted within the time periods specified in state law;

- Adopts or has adopted by the time it requests a grant or loan; or

- Demonstrates substantial progress toward adopting within the time periods specified in state law. An agency that is more than six months out of compliance with the time periods has not demonstrated substantial progress.

C. A request from an applicant planning under state law shall be accorded no additional preference based on subsection (b) over a request from an applicant not planning under this state law.

Scores for this question are based on information from the state Department of Commerce, Growth Management Division. If an agency’s comprehensive plan, development regulations, or amendments have been appealed to a Growth Management Act Hearings Board, they cannot be penalized during the period of the appeal. Scoring occurs after RCO’s technical completion deadline.

▲ Point Range: -1 to 0 points.

-1 point   Applicant does not meet the requirements of Revised Code of Washington 43.17.250.

0 points   Applicant meets the requirements of Revised Code of Washington 43.17.250.

0 points   Applicant is a nonprofit organization, or state or federal agency.