

# 2014 RCFB Grant Process, All Applicant Survey Results

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## General Conclusions

The following analysis is based on responses from 83 applicants who participated in a survey on the 2014 grant round. Of these respondents, twelve provided feedback on more than one grant program.

### Key Action Items for 2016 Grant Round from Applicant Survey

- Simplify the grant round process and shorten its duration; multiple comments across programs indicate that the process is too complex and labor-intensive for sponsors.
- Release manuals before the start of the grant round and clearly communicate any program changes to all applicants. Work to clarify the material contained in the manuals.
- Continue efforts to improve PRISM and ensure that staff prioritize improvements based on customer feedback.
- Improve and expand orientation for evaluators regarding roles and expectations. Consider further options for decreasing the perception of bias.
- Discuss with the board options for programming that may better support small communities and/or smaller scale projects.

### Summary of Comments and Survey Responses

- Overall applicant satisfaction with the 2014 grant cycle remains high.
- When asked about the application process, most applicants agreed with the statements provided: they understood the process, the application to-do list was useful, the amount of time needed to complete the application was about right, completing the application in PRISM worked well, the Application Review Report was useful, and the program eligibility criteria were clear.
- Only around one-third of survey respondents reported they used the application workshop webinar. The majority of those who did not participate in the webinar had applied previously for RCO grants and nearly all responded in another section of the survey that they understood the application process.
- Around two-thirds of survey respondents use RCO's online tools. Most were neutral or agreed with statements regarding the utility of the tools and whether they could have found the same information on their own or in the manuals.
- When asked about technical review, most applicants agreed with the statements provided: they understood the process and its purpose, technical review was useful, and the reviewers were knowledgeable and provided helpful input.
- Only around one quarter of the respondents reported using GoTo Meeting during technical review. The majority who did participate reported a positive experience.

- When asked about the evaluation process, most applicants responded that they understood the process, felt the time allotted was about right, and that the process was fair and the criteria clear. Although the majority of respondents believed the evaluators were knowledgeable, nearly 40 percent provided a neutral response when asked if the evaluators were unbiased.
- When asked about their experience with their grant manager, most applicants agreed with the statements provided: the grant manager was helpful throughout the process, was generally available to answer questions, and was knowledgeable. Some noted that their grant manager took longer than 1-2 business days to respond to questions.

## **Comparison to Historic Data**

Since 2010, a majority of survey respondents have expressed overall satisfaction with the application, technical review, and evaluation processes. Survey results from 2014 show only minor shifts, including increased satisfaction with the evaluation process and increased neutral responses for the application process and technical review.

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# Acronym List

<b>Program Acronym</b>	<b>Program Name</b>
ALEA	Aquatic Lands Enhancement Account
BFP- Local	Boating Facilities Program - Local
BFP- State	Boating Facilities Program - State
BIG	Boating Infrastructure Grant
FARR	Firearms and Archery Range Recreation
LWCF	Land and Water Conservation Fund
NOVA	Nonhighway and Off-Road Vehicle Activities Program
RTP	Recreational Trails Program
WWRP - Farmland Preservation	Washington Wildlife and Recreation Program - Farmland Preservation
WWRP - Local Parks	Washington Wildlife and Recreation Program - Local Parks
WWRP - Riparian Protection	Washington Wildlife and Recreation Program - Riparian Protection
WWRP - State Parks	Washington Wildlife and Recreation Program - State Parks
WWRP - Trails	Washington Wildlife and Recreation Program - Trails

## Survey Approach

RCO staff distributed the 2014 Recreation and Conservation Funding Board (RCFB) grant round survey on November 13, 2014. At the time the survey was sent, the evaluation results for the Boating Infrastructure Grant (BIG), Recreational Trails Program (RTP), and Nonhighway and Off-Road Vehicle Activities Program (NOVA) programs had not been finalized and released. By the time the survey closed on December 10, however, all applicants had results in hand.

Respondents had the option to respond for more than one program. This accommodated applicants who applied in multiple programs. Nearly 15 percent of respondents provided feedback for more than one program.

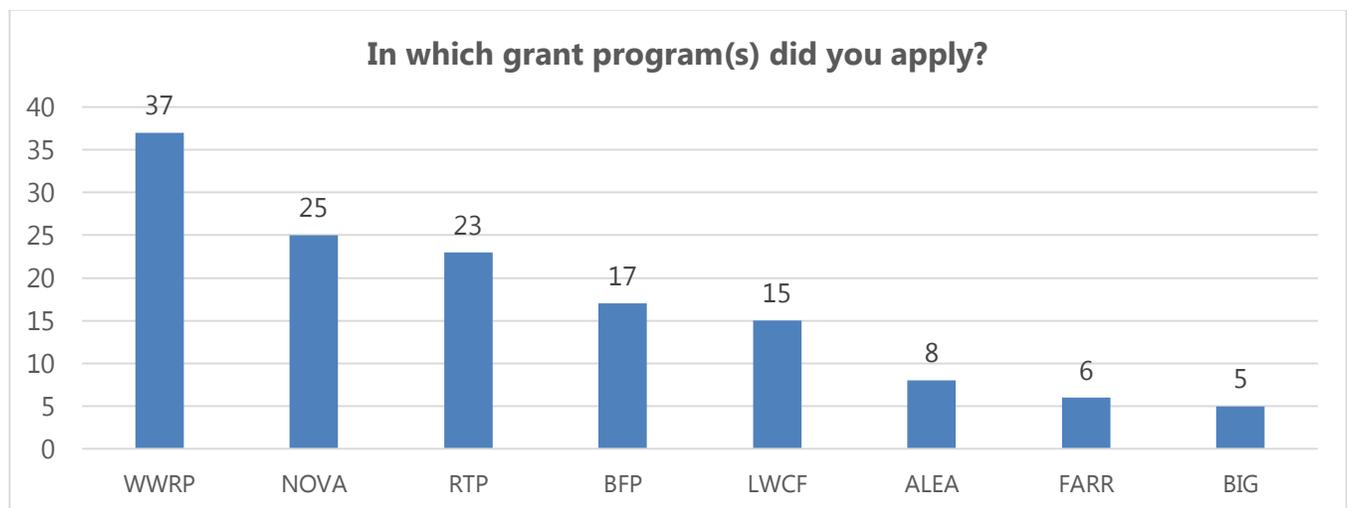
## Survey Response

Staff sent the survey to 234 individuals who were listed in RCO's PRISM database as the primary, secondary, or consultant contact for a fiscal year 2015 or 2016 project with a status of application complete.

Eighty-three people responded – a 35 percent response rate based on the people contacted<sup>1</sup>. This is roughly equivalent to the response the Salmon Recovery Funding Board achieved in its 2014 grant round survey and is an 11 percent increase from the 2012 RCFB survey.

## About the Respondents

Survey respondents represented a variety of grant programs. The majority applied for Washington Wildlife and Recreation Program (WWRP) programs.

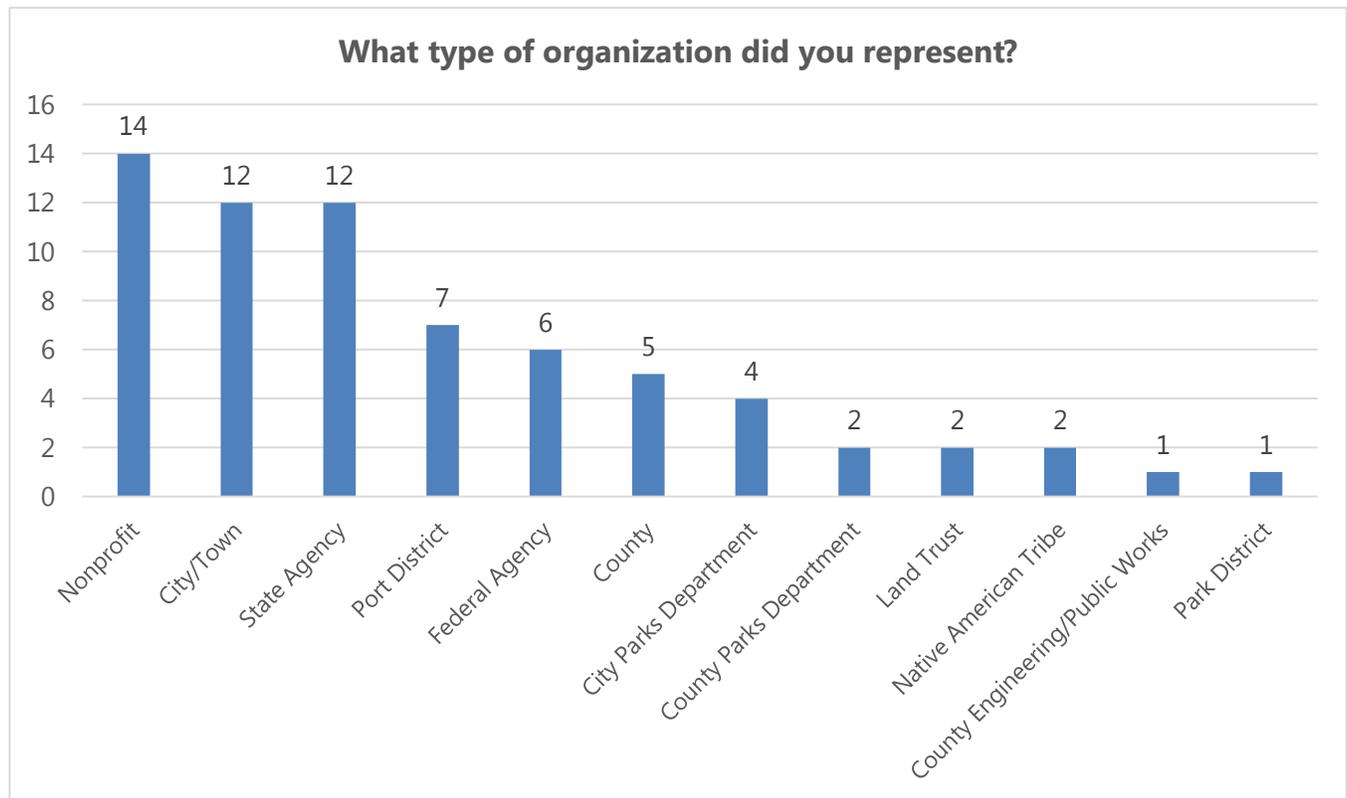


*Note: An acronym list of programs is included on page 5.*

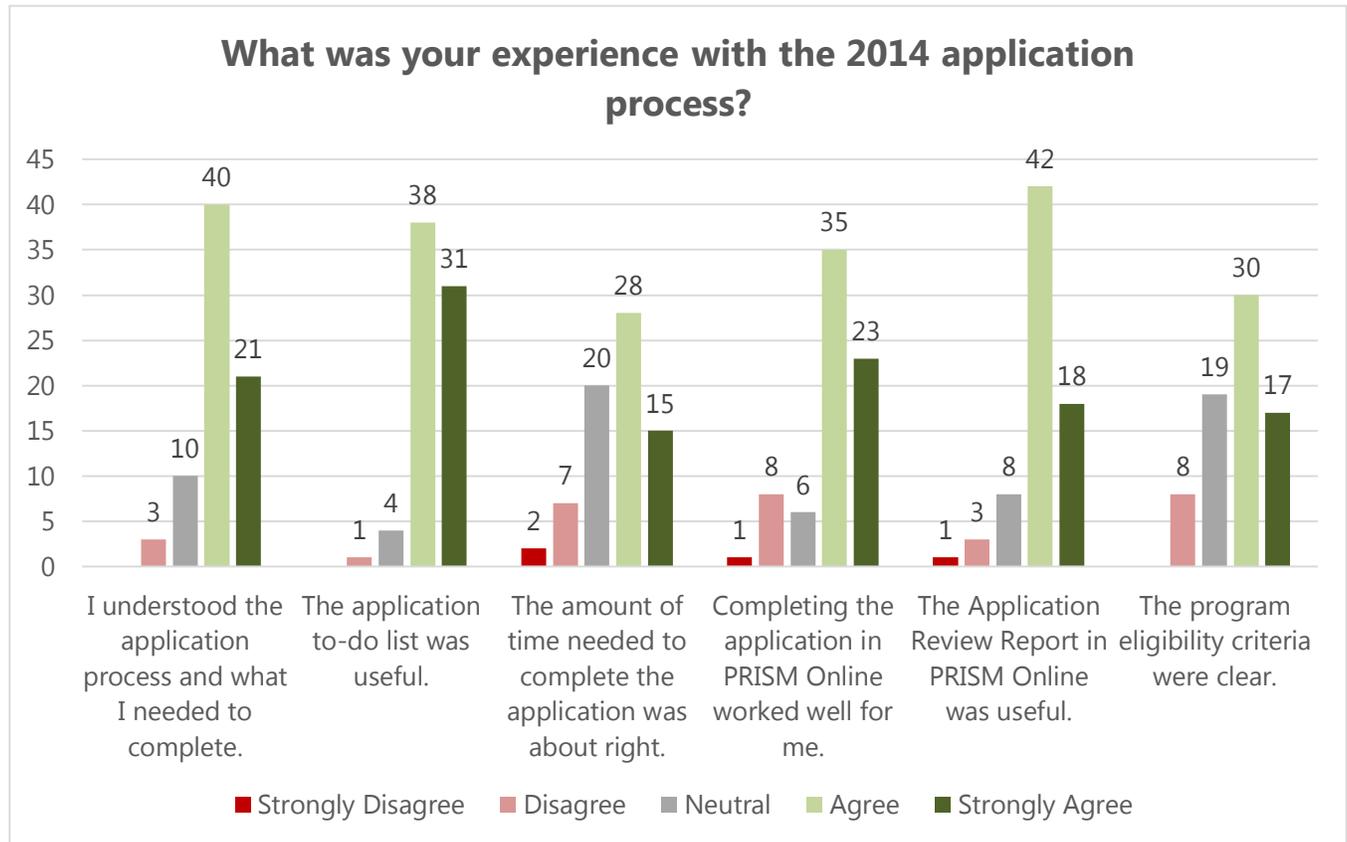
<sup>1</sup> The number of responses to each question in the survey varies from this total because some participants skipped questions and/or did not complete the survey.

Approximately 36 percent of respondents reported that this was their first time participating in the RCO's grant process. This is an increase from 2012, when 20 percent of respondents identified themselves as first-time applicants. This year, 25 percent of first-time applicants reported that their co-workers had applied in the past. These experienced colleagues presumably assisted some first-time applicants. The Boating Facilities Program (BFP), and Land and Water Conservation Fund (LWCF), and NOVA had the greatest number of respondents reporting that they were new to the process.

Representatives of many organization types responded to the survey. Nonprofits, cities and towns, and state agencies submitted the most responses.

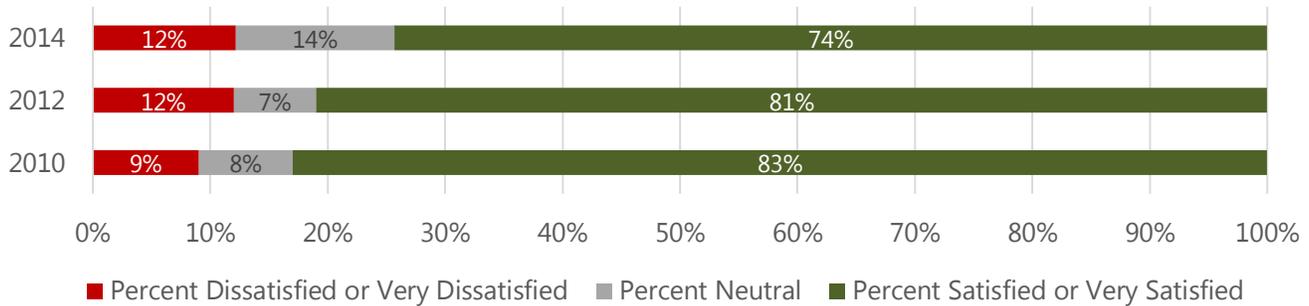


## Question Series 1: Application Process



	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
I understood the application process and what I needed to complete.	4%	14%	82%
The application to-do list was useful.	1%	5%	93%
The amount of time needed to complete the application was about right.	13%	28%	60%
Completing the application in PRISM Online worked well for me.	12%	8%	79%
The Application Review Report in PRISM Online was useful.	6%	11%	83%
The program eligibility criteria were clear.	11%	26%	64%

## Overall Satisfaction with the Application Process (2010-2014)



### Notes

- A majority of respondents were satisfied or very satisfied with the application process.
- Six of the 9 respondents who disagreed or strongly disagreed with the statement “The amount of time needed to complete the application was about right” applied for a grant in the RTP program.
- Six of the 9 respondents who disagreed or strongly disagreed with the statement “Completing the application in PRISM Online worked well for me” were returning applicants. These respondents were different from the people who disagreed or strongly disagreed that the amount of time needed to complete the application was about right.
- Generally, applicants in 2014 felt less satisfied and more neutral about the application process than in 2012, but there is no noted increase in dissatisfaction since the last grant round. Satisfaction with the application process has decreased in each grant round since 2010.<sup>2</sup>

### Customer Comments

The following tables include unedited comments from respondents on the application process, program criteria, PRISM, the review process, and other topics. Programs marked with an asterisk denote comments made by people who responded for more than one program. An acronym list of program names is included on page 5.

#### The Application Process

Program	Comment
<b>BFP</b>	Some of the questions were somewhat unclear to complete, I guess I should have registered in the pre-grant online webcast

<sup>2</sup> The data on overall satisfaction with the application process are not an aggregation of the more detailed questions outlined above; an overall satisfaction question was asked in a separate section of the survey.

<b>LWCF</b>	Applications under a waiver of retroactivity do not fit the existing system very well.
<b>NOVA</b>	Prism was pretty easy to navigate and successfully complete, but I was confused about the nature of all the programs in general. I feel this was due to my inexperience with your grant process and procedures.
<b>NOVA</b>	The difference between what is maintenance vs development was somewhat confusing
<b>RTP</b>	Environmental and Cultural resources pieces are a bit confusing.
<b>RTP</b>	Some questions are worded in a way that the meaning is lost. The explanation is not any better. I found the Cost-Benefit question hard to answer, and harder to have others explain what the panel is looking for as an answer.
<b>RTP</b>	We had multiple "partners" with whom we proposed working with and the application limit really did not allow us to explain the extent of the work etc. You should increase the allowable number of pages in the RTP Grant Application.
<b>WWRP - Local Parks</b>	Don't really like some of the categories for inputting cost estimates and how costs are input.
<b>WWRP - Local Parks</b>	The amount of time needed to complete the application is very high. There is so much competition for very limited funds that every effort must be undertaken to have a funded project. This is not a criticism about the RCO process, it's just a fact that makes the time needed to complete the application NOT about right.
<b>WWRP - Local Parks*</b>	The process kind of drags on, because of the multiple deadlines.

## Program Criteria

Program	Comment
<b>NOVA</b>	The criteria was clear, the grading criteria was not clear.
<b>RTP</b>	Primary concern is that the eligibility criteria say municipalities are eligible if a 'backcountry experience' is provided, but at the end of the application process, the program manager indicated that municipalities were only rare recipients of RTP funds and have a hard time competing. Having that information up front (or even in the webinars) might have helped redirect our efforts.
<b>WWRP - Trails*</b>	In the trails category the criteria was not clear. It became apparent that the reviewers wanted projects that ONLY those trails that had regional significance BUT they were not clear on what that really meant. The staff needs to work with all the applicants to help them understand if there is a hidden criteria and how best to address this issue.

## PRISM

Program	Comment
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<b>ALEA</b>	As you are well aware, PRISM can be glitchy. We reported issues with separate projects syncing information when both were opened in the system, which took a lot of work to identify and undo. Also, the project application report doesn't follow the same outline from the tabs in the application, which can make it confusing to incorporate edits.
<b>FARR</b>	Entering all required attachments was too complicated
<b>LWCF</b>	The software often would "freeze" and if you didn't save continually you would lose your work. Very frustrating to have to re-enter. While I participated in the "training" I do not think it is very useful as it is too broad of an overview. The various manuals are very confusing and you have to jump around too much.
<b>RTP</b>	I wasn't able to "Certify" my applications when I was ready to submit. RCO staff were very helpful in fixing the problem but it resulted in unexpected additions to the application process - literally there was several new fields of information I had to submit that wasn't previously visible in the application. This occurred the day before the deadline and fortunately I was able to take the additional time to provide the information. Had I run into this problem on the actual deadline it could have been a disaster!
<b>WWRP - Local Parks*</b>	The on line system was very slow and at times froze. Data was easily lost if saving was not completed frequently. Took way longer than should have.
<b>WWRP - Water Access*</b>	PRISM is glitchy.

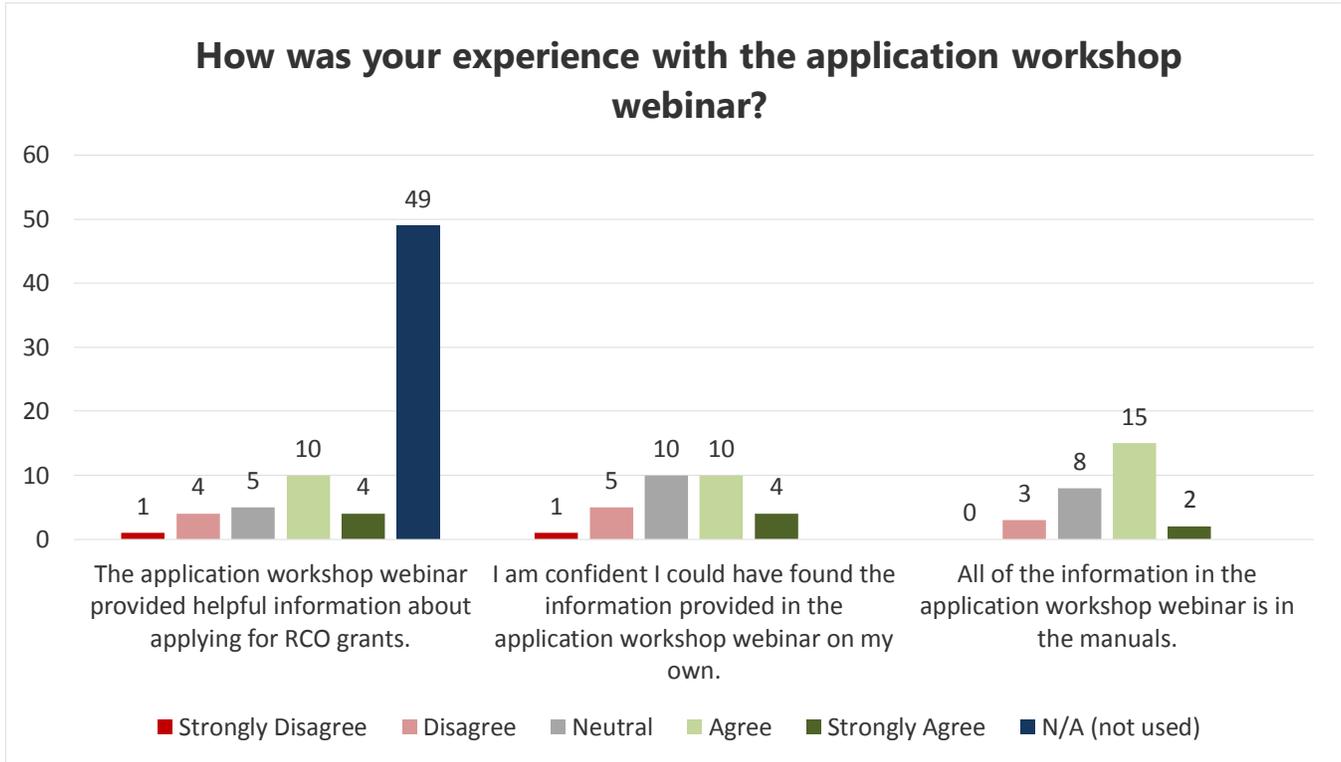
## Technical Review

Program	Comment
<b>BFP*</b>	Application Review Report was useful once I realized that it was there; also, a little confusing as feedback was also being received through Technical Review comments and ongoing conversations with our program manager. It seems like these applications drag on forever, due to the multiple deadlines and evaluation process.
<b>BFP*</b>	I agree with all of the statements above but all of the goodies that are eligible to apply for and listed to enhance the boating experience are misleading when you get down to preparing the presentation. If the activities are listed as eligible then assign a point system to the ones the reviewers feel are the highest ranking so it becomes a fair process. Why list something eligible if it will not be ranked highly as a necessary boating activity.
<b>LWCF</b>	I was concerned about the project reviewers having a project presented. I think that if a reviewer has this situation they need to request a replacement until they can serve and score when their projects are not evaluated. It was not clear "what" national goals were determined to be used to score this question. I am concerned when a reviewer on LWCF projects is an agency that is currently out of compliance with the National Park Service on their own projects. Individuals should not serve until they are in compliance.

## Other

Program	Comment
<b>ALEA</b>	RCO's tech person (sorry I'm forgetting his name) was awesome on helping out with the application when I ran into an issue!!
<b>BFP</b>	Our Grant Manager, Kyle Guzlas was very helpful throughout the process.
<b>FARR</b>	For FARR Grant the Manual 11 was very late being published, but other than that the process was fine and my RCO rep "Kyle" was great!
<b>NOVA*</b>	learned a lot from previous 2014 grant application carried forward to NOVA grant
<b>NOVA</b>	You really have a great, well-spelled out process.
<b>WWRP - Local Parks*</b>	Application processes was fine.
<b>WWRP - Local Parks*</b>	This program is very clear and understandable on the criteria and the need for the project to meet that criteria.

## Question Series 2: Webinar



	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
The application workshop webinar provided helpful information about applying for RCO grants. <sup>3</sup>	7%	7%	19%
I am confident I could have found the information provided in the application workshop webinar on my own.	20%	33%	47%
All of the information in the application workshop webinar is in the manuals.	11%	29%	61%

### Notes

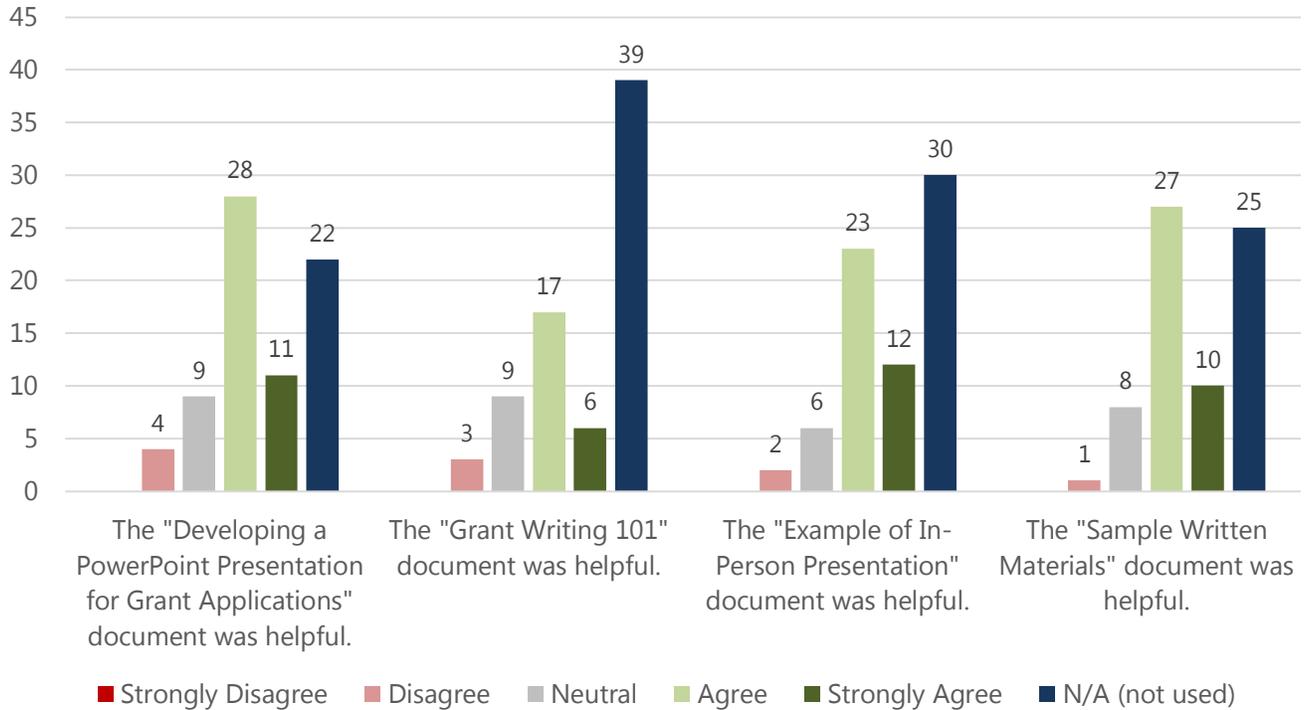
- A total of 67 percent of respondents reported they did not use the webinar.
- Of those who responded that they did not use the webinar, around 70 percent have applied previously for RCO grants. Only 9 percent were first-time applicants without support from experienced co-workers.

<sup>3</sup> Forty-nine respondents (67 percent) indicated they did not participate in the application workshop webinar.

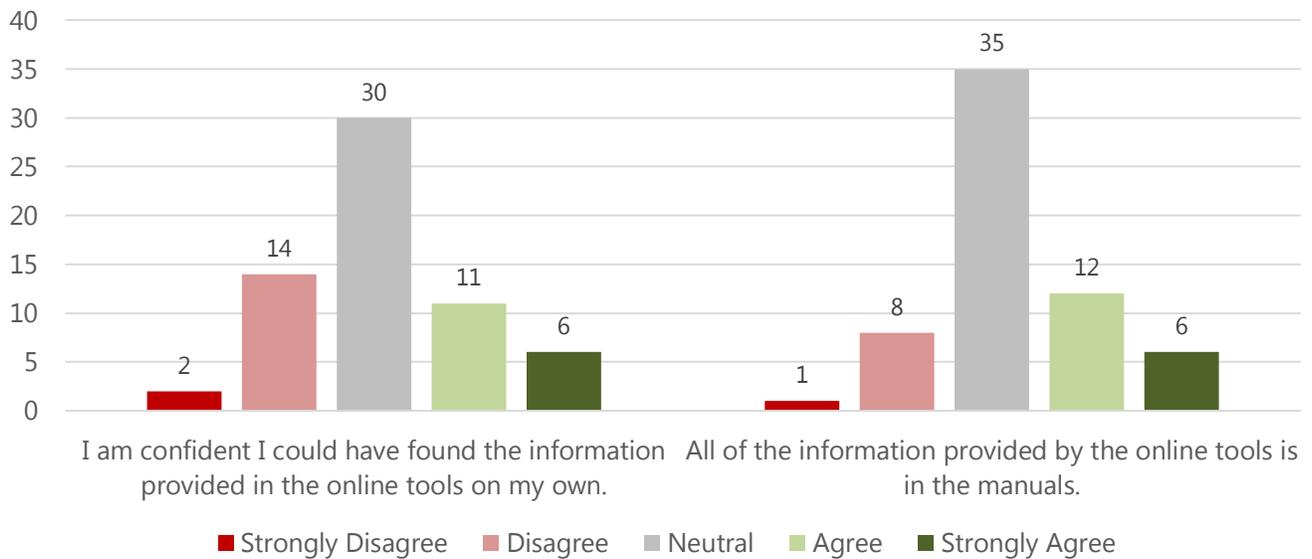
- Of the respondents who didn't participate in the webinar, 98 percent responded in another section of the survey that they understood the application process. A similarly high percentage of respondents who didn't participate in the webinar also reported an understanding of the technical review (95 percent) and evaluation (91 percent) processes.
- One respondent shared, "The youtube webinars were quite helpful and I did get some questions answered with the chat feature during the live webinar."

## Question Series 3: Online Tools

### Part I: How was your experience with our online tools?



### Part II: How was your experience with our online tools?



	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree	N/A (Not Used)
The "Developing a PowerPoint Presentation for Grant Applications" document was helpful.	5%	12%	53%	30%
The "Grant Writing 101" document was helpful.	4%	12%	31%	53%
The "Example of In-Person Presentation" document was helpful.	3%	8%	48%	41%
The "Sample Written Materials" document was helpful.	1%	11%	52%	35%
I am confident I could have found the information provided in the online tools on my own.	25%	48%	27%	--
All of the information provided by the online tools is in the manuals.	15%	56%	29%	--

## Notes

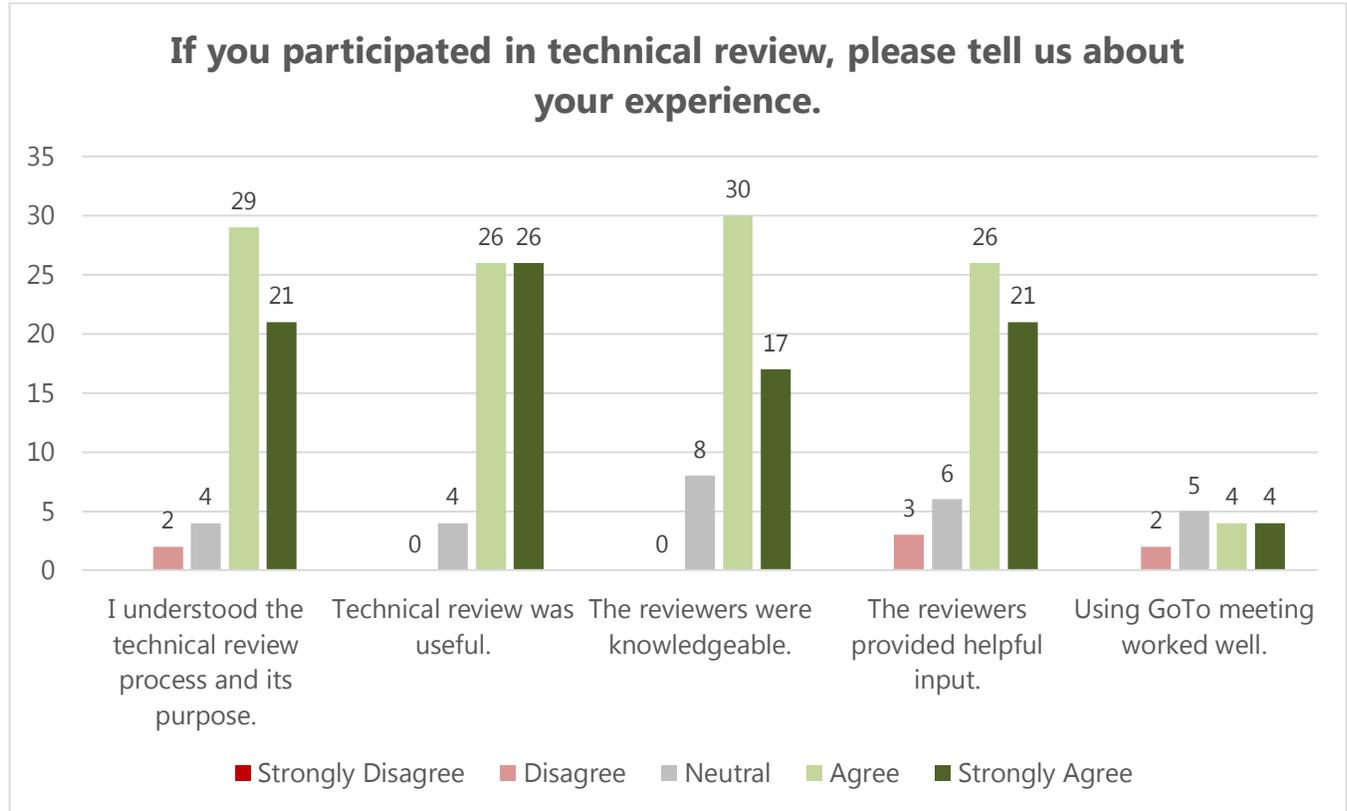
- This is the first year we asked detailed questions about specific online tools. On average, these resources are used by 60 percent of respondents.
- A majority of respondents who used online tools found them helpful.
- A majority of respondents were neutral on whether they could have found the information provided in the online tools on their own and whether all of the information provided by the online tools is in the manuals.

## Customer Comments

The following tables include unedited comments from respondents on RCO's online tools.

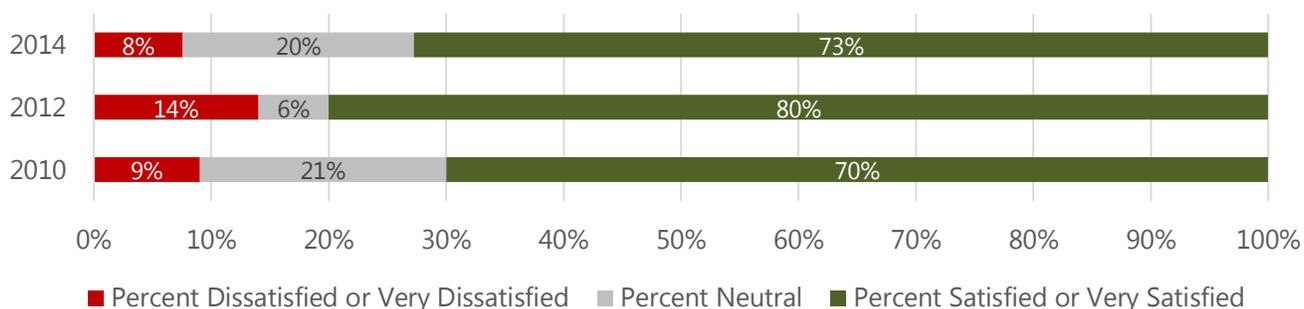
Comment
I'm satisfied with the current level of documentation and support from the grant managers.
The manual is incomprehensible to someone like me. The examples are a big help.
Reducing the amount of information in the manuals would be helpful. They're very long and can be hard to distill the correct information from at times.
I believe the materials provided were somewhat confusing
Sample written material was too specific to a particular grant type and therefore was less useful that it could/should have been.
I found I had to change things like the page number location, and that wasn't in "developing a power point".
PRISM is a minor challenge to a first-time user but is very useful once it is understood. RTP did not offer the opportunity for a powerpoint presentation or an in-person presentation.
Since I had applied for the NRTP Grant for several years now, I did not feel I needed all the tools provided.

## Question Series 4: Technical Review



	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
I understood the technical review process and its purpose.	4%	7%	89%
Technical review was useful.	0%	7%	93%
The reviewers were knowledgeable.	0%	15%	85%
The reviewers provided helpful input.	5%	11%	84%
Using GoTo meeting worked well.	13%	33%	53%

## Overall Satisfaction with Technical Review (2010-2014)



### Notes

- In comparison with survey results from 2012, a higher percentage of respondents in 2014 felt that technical review was useful and the reviewers were both knowledgeable and provided helpful input.
- Generally, applicants in 2014 felt less satisfied with technical review than in 2012, but they were also less dissatisfied. This year saw a notable increase in neutral responses.<sup>4</sup>
- Seventy-seven percent of respondents reported they attended technical review in person instead of through a GoTo Meeting.

### Customer Comments

The following tables include unedited comments from respondents on the general process, the review panel, and GoTo Meeting. Programs marked with an asterisk denote comments made by people who responded for more than one program. An acronym list of program names is included on page 5.

#### General Comments

Program	Comment
<b>ALEA</b>	Technical review was awesome!! The input really helped us in our presentation. It's great to have the opportunity to be reviewed before doing an "actual" presentation that will be scored. Invaluable!!
<b>BFP - Local</b>	Some contradictory comments were expressed making it difficult to determine which would be more beneficial. Grants manager assigned to our presentation was not present. Other grant managers were helping other groups express exactly what the panel wanted to hear, but we did not have that benefit.

<sup>4</sup> The data on overall satisfaction with technical review are not an aggregation of the more detailed questions outlined above; an overall satisfaction question was asked in a separate section of the survey.

<b>BFP - State</b>	Often technical review requires complete re-writing of the project, but is so subjective that no matter what you submit, you need to re-write it. I find this to be inefficient, and perhaps the amount of time spent revising the presentations could be more streamlined.
<b>FARR</b>	Couldn't have been successful w/o the tech review.
<b>FARR</b>	Time allocated for the presentation is a bit too short. Purpose is to inform reviewers of the details of the proposed project. They and the presenter need at least another 10 minutes.
<b>LWCF</b>	The Technical review is a critical step in presenting the final project.
<b>NOVA</b>	I don't remember any input from reviewers but I didn't expect any. Only expected questions
<b>WWRP - Farmland Preservation</b>	We intended to go but an emergency prevented us at the last minute. We have participated before and find the review very helpful.
<b>WWRP - Local Parks*</b>	I have already expressed my concerns about the Technical review process with Upper Management.
<b>WWRP - Local Parks</b>	Technical review is an excellent way to refine and improve my application.
<b>BFP - Local</b>	I believe that going for a planning grant (A&E design) should be in a different category because there are too many unknowns to be provided in the presentations
<b>LWCF</b>	For some reason our presentation had not been uploaded. this was resolved by having RCO "take over" my computer.
<b>RTP</b>	Technical review for RTP is apparently an evaluation performed solely by the program manager, not with other reviewers and neither in-person or GoTo meeting was an option. Technical review by the program manager provided helpful advice about how to improve several sections of the proposal.

## Review Panel

Program	Comment
<b>BFP - State</b>	Although not significantly, we heard feedback from the reviewers at the meeting and then somewhat conflicting feedback in the written feedback. Also, the reviewers didn't seem to understand the a joint facility relationship and seemed to cause confusion even with an explanation. A joint application almost seemed like a negative rather than a positive partnership.
<b>WWRP - Local Parks</b>	I feel like the reviewers have an expectation that the presentations will be nearly complete, even though it is only technical review.
<b>WWRP - Local Parks*</b>	The evaluators in this category were very knowledgeable. They came from a variety of backgrounds so had great experience which was helpful in preparing for the final presentation.
<b>WWRP - Riparian Protection</b>	Some reviewers seemed disinterested. Those that had concerns did not always provide constructive feedback.
<b>WWRP - Trails*</b>	The evaluators on the team were from varied backgrounds. Some had no clue about trails..and some were very strong in leading the group by intimidation. I

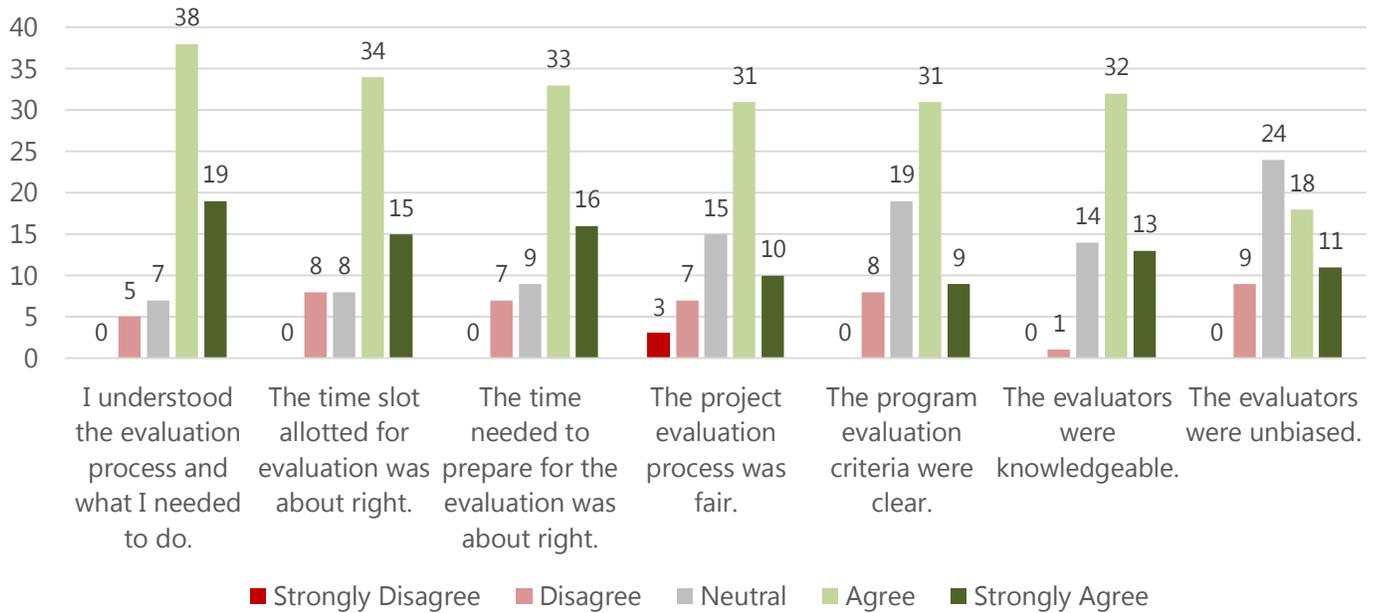
know that there are long standing evaluators on the trails team, but everyone needs to be on the same level when it comes to making recommendations at the technical review level. The group made suggestions and then the changes were made for the final and still that did not satisfy those opposed to the project.

## GoTo Meeting

Program	Comment
<b>BFP - Local</b>	remote presentation was difficult
<b>RTP</b>	I don't remember GoTo meeting
<b>WWRP - Local Parks</b>	Had an issue with to go meeting but it was my end as our internet server went down.

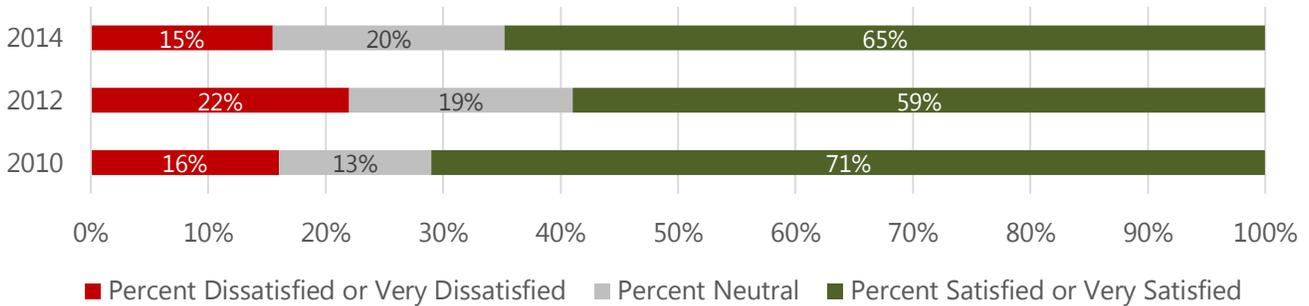
## Question Series 5: Evaluation Process

### Please tell us about your experience with the 2014 evaluation process.



	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
I understood the evaluation process and what I needed to do.	7%	10%	83%
The time slot allotted for evaluation was about right.	12%	12%	75%
The time needed to prepare for the evaluation was about right.	11%	14%	75%
The project evaluation process was fair.	15%	23%	62%
The program evaluation criteria were clear.	12%	28%	60%
The evaluators were knowledgeable.	2%	23%	75%
The evaluators were unbiased.	15%	39%	47%

## Overall Satisfaction with the Evaluation Process (2010-2014)



### Notes

- As in previous applicant surveys, some respondents noted that they were unsure that they could rate whether the evaluators were knowledgeable and/or unbiased. Others noted concerns about bias in specific programs.
- In comparison with 2012, there was a 19 percent increase in respondents who agreed or strongly agreed that the evaluators were knowledgeable and a 9 percent increase in respondents who agreed or strongly agreed that the evaluators were unbiased.
- Overall, applicants in 2014 were more satisfied with the evaluation process than in 2012.<sup>5</sup>

### Customer Comments

The following tables include comments from respondents on the evaluation process, presentation time, and staff/review panel feedback. Programs marked with an asterisk denote comments made by people who responded for more than one program. Three comments associated with a response of “NA” were not included in this summary and one comment was partially redacted so RCO management could follow up directly with the individual mentioned. An acronym list of program names is included on page 5.

### The Evaluation Process

Program	Comment
<b>ALEA</b>	I thought the entire process was great. The only issue we had was that the time allotted for the evaluation process was different than the technical review. When you base your presentation around a certain time frame from the technical review (and the Application To Do List) and then it is altered by a few minutes, that is actually very critical and so we had to go back into our

<sup>5</sup> The data on overall satisfaction with the evaluation process are not an aggregation of the more detailed questions outlined above; an overall satisfaction question was asked in a separate section of the survey.

	presentation and figure out what to cut out because we tried to complete it in time but couldn't. We ran out of time during the LWCF presentation and had to rush through which didn't help us. I can't remember off hand but I think this was the case (where presentation time was cut) in 2 of the 4 grants that we presented on.
<b>RTP</b>	Some of these questions cannot be answered adequately as the written evaluations are not yet available. As the preliminary ranking list has just been released, there has been no opportunity to read evaluations to consider knowledge or bias of evaluators.
<b>NOVA</b>	My perspective is such that it is not fair to evaluate proposals the same way for the different agencies/entities involved. Project costs can often be much higher for a state agency that is required to obtain local government permits, while a federal entity does not need to get a permit for the same type of project. Or, a state agency needs to do SEPA while often federal entity has a NEPA categorical exemption to do the same project.
<b>WWRP - Local Parks</b>	There are eval criteria that could be tweaked, such as the non-govt contributions.
<b>BFP - Local</b>	Again the evaluation process for A&E designs should be different for the main projects, for one they are a lot less in funding but still require the same amount of work on the project that is not needed
<b>BIG</b>	Confusion about the pro-ration piece of BIG - breaking the project out between BIG and BFP - and what was expected in how to present this information. Don't know many of these answers since BIG evaluation is written, and results have not been received.
<b>BFP - Local</b>	Did not realize that boats had to be gas powered for the project to qualify.
<b>LWCF</b>	I don't understand the need for an in-person presentation. It puts showmanship over substance.
<b>BFP - Local</b>	I will attach additional comments <sup>6</sup>
<b>RTP</b>	The evaluation criteria is clear in the manual. Beyond that, the evaluation process isn't very transparent to me.
<b>BFP - Local*</b>	The overall process drags out too long.
<b>WWRP - Local Parks</b>	The time needed to prepare for evaluations is very high. It takes a lot of time to develop a winning presentation that fits into the small amount of time allotted. This is not a criticism of the RCO process. It's just that the amount of time it takes to prepare in the face of intense competition is NOT about right.
<b>WWRP - Local Parks</b>	There are still questions that favor highly populated areas and areas with direct access to the water or mountains. This always puts communities in Eastern Washington and small communities at a disadvantage.
<b>WWRP - Local Parks*</b>	I have already expressed my concerns about the Evaluation process with Upper Management.

<sup>6</sup> Note: Additional comments from the Port of Grapeview are included in Appendix A.

<b>LWCF</b>	It seemed as though some of the reviewers preferred a Cadillac cost rather than the Chevrolet cost to get points, when in fact a Chevrolet budget better fit the project and the communities efficiency in hands on contributions.
<b>LWCF</b>	The way funds allocated to the program are given to the most highly ranked projects using up millions which leaves small viable projects unfunded. I got the feeling the evaluators had their hands tied since they had to base the ranking on the criteria. There needs to be a small amount set aside for the small communities which would allow for more projects to be completed and spread the funds more evenly by allowing small communities to leverage the grants.

## Presentation Time

Program	Comment
<b>NOVA</b>	Our time slot was partially used by the candidate in front of us. We were rushed through our presentation as the evaluators were trying to maintain the schedule.
<b>NOVA</b>	Presenters were told they had up to twelve minutes to present. But I was informed that many presenters went over the 12 minutes and that it was allowed. If someone goes over the allowed time they should either be cut off or docked for not presenting in the given time. It gives an unfair advantage to those that use too much time.
<b>FARR</b>	Time for presenter is too short to provide reviewers an inclusive insight of the project.
<b>LWCF</b>	time was too short; all the evaluating criteria was too hung up on need and repeated the same question/criteria, and appeared to be given more consideration than the actual application. Why bother with the actual application at all then.

## Staff/Review Panel Feedback

Program	Comment
<b>BFP - Local</b>	Again, we did not have our grant manager present at either presentation and I think this would have been beneficial. We did a run through prior with her and a panel member and I did feel that we were given conflicting areas of focus in our evaluations.
<b>BFP - State</b>	I believe there are some blatant conflict of interest panel members that should recuse themselves from ranking their own agency's projects, or projects that directly compete with their agency projects. If this is happening, it is a conflict of interest. If it is not happening, the perception that it is is there.
<b>FARR</b>	I thought Marguerite was a fabulous help and resource. It was difficult to assess the specific knowledge of a couple of the panel reviewers.
<b>FARR</b>	My first time and Kyle was very helpful for clarification when I needed any.

<b>LWCF</b>	Evaluator's opinion can't be measured or judged. I believe they were fair. However, at the end of the day, all they can do is add up the points assigned.
<b>NOVA</b>	Hard to tell if the evaluators were unbiased I was concerned that one of the ORV evaluators was not there - I understand it was an emergency type situation
<b>WWRP - Farmland Preservation</b>	<p>1. The RCO person timing the presentations was inconsistent with applicants. She did not set the time and keep to it. I believe it is very important that if you say you only have 20 minutes to present that you stay to that and stop them at that time or within 30 seconds thereafter. We worked hard in our write up and practice sessions to keep to the 20 minutes and did it. However, the other ones we saw did not and some went significantly over, throwing the schedule off. This is unfair to those who took the 20 minutes and no longer seriously. In most of the past years, the RCO moderator has always been consistent, putting up timing cards (this one did not do this consistently either) and, after the time warnings, when the time was up, you were made to stop. Please reinforce this with RCO staff who moderate. It makes a difference for everyone.</p> <p>2. The second comment is that in one of the presentations we saw, the evaluators started talking to people in the back of the room, who turned out to be the owners, and, after they talked back and forth a bunch (which was really out of order), they invited the owners to come up and sit at the table and often asked questions of the owners. If the presenter wanted the owners at the table, they should have been up there to start with. The moderator allowed this interaction and disruption to continue.</p>
<b>WWRP - Local Parks*</b>	I would hope that the evaluators were unbiased but it doesn't seem appropriate if one of the evaluators has a project up for evaluation. I know that other "staffers" from the agency present the grant but it seems inappropriate and individuals should excuse themselves on those years that they plan to present a project for evaluation. I don't want to lose the good evaluators but it is an appearance of equity that may be called into question. This should be avoided.
<b>WWRP - Trails*</b>	There needs to be a great deal of work on the knowledge and interest of the evaluators of the WWRP trails category. As I stated some were clueless on trail knowledge, some had personal agenda on what trails they liked and some just went along and agreed with the strongest members that served in the group. The process gave mixed messages and even when the project reflected the changes the score and attitude in the final evaluation process was apparent. If individuals have personal agendas they need to be trained to be objective as this process is STILL subjective.

## Question Series 6: Interaction with Grant Manager

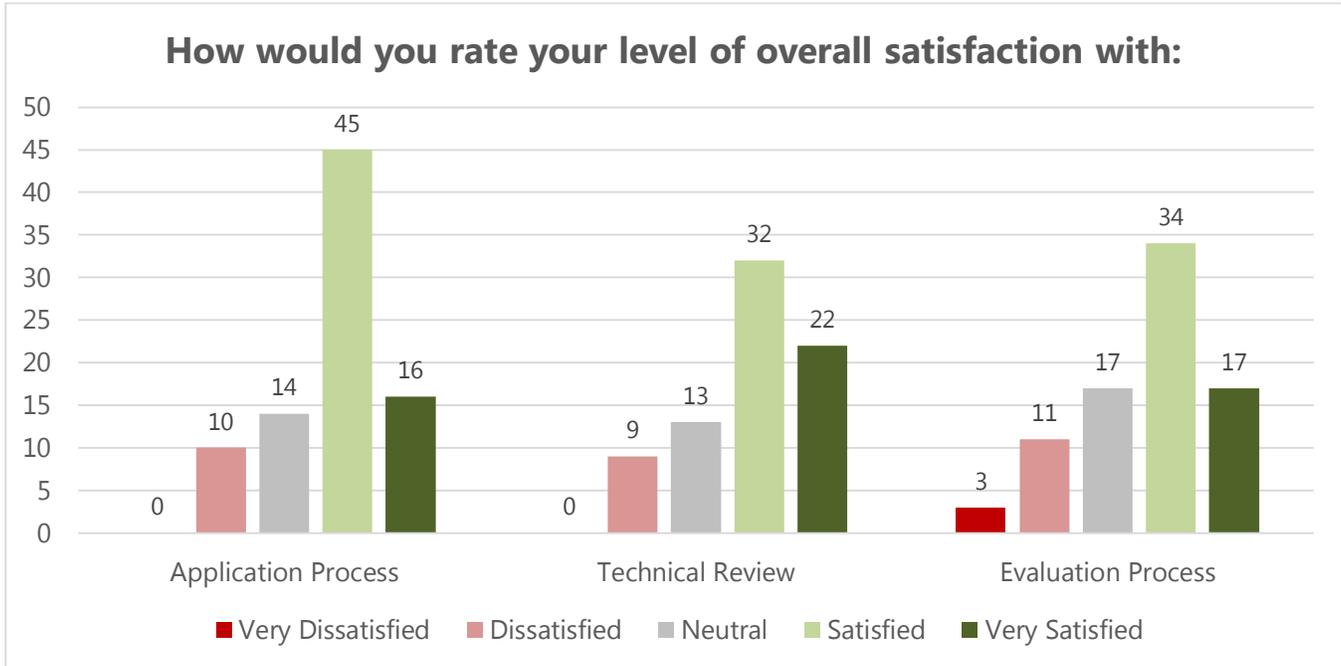


	Percent Disagree or Strongly Disagree	Percent Neutral	Percent Agree or Strongly Agree
My grant manager was helpful throughout the process.	<b>7%</b>	<b>6%</b>	<b>88%</b>
My grant manager responded to my questions in 1-2 business days.	<b>13%</b>	<b>4%</b>	<b>83%</b>
My grant manager was generally available to answer my questions.	<b>7%</b>	<b>11%</b>	<b>81%</b>
My grant manager was knowledgeable.	<b>6%</b>	<b>8%</b>	<b>86%</b>

### Notes

- It is clear from the comments and survey results that the grant managers are an integral part of the grant process.
- Of the respondents that included comments, 74 percent were positive. Respondents who had negative comments generally brought up availability issues.
- Managers are reviewing staff-specific feedback.

## Question Series 7: Overall Satisfaction



	Percent Dissatisfied or Very Dissatisfied	Percent Neutral	Percent Satisfied or Very Satisfied
Application Process	<b>12%</b>	<b>16%</b>	<b>72%</b>
Project Review	<b>12%</b>	<b>17%</b>	<b>71%</b>
Evaluation Process	<b>17%</b>	<b>21%</b>	<b>62%</b>

### Notes

- The majority of respondents are satisfied or highly satisfied with the application process, technical review, and the evaluation process.
- Survey results from 2014 show only minor shifts from 2012 data, including increased satisfaction with the evaluation process and increased neutral responses for the application process and technical review.

### Customer Comments

The following tables include unedited comments from respondents on their overall satisfaction with the application process, technical review, and the evaluation process. An acronym list of program names is included on page 5.

Program	Comment
<b>ALEA</b>	Excellent, thorough process, that requires you to be on your game in order to be successful! Great process to make sure grants are given to agencies that are ready to put tax payers dollars to work in an effective and efficient manner.
<b>BFP - Local</b>	I believe that application process should be changed for design and construction projects
<b>BFP - Local</b>	Application process is somewhat cumbersome and it's not clear that all the questions that you must respond to are really considered in the project scoring process.
<b>BFP - Local</b>	I LOVE the technical review process and how it allows everyone the chance to improve their application and a greater chance for successful funding.
<b>BFP - Local</b>	I've been through this process three different times and RCO really has this process streamlined and dialed in making it a very easy process to go through. The Grant Managers are invaluable.
<b>BIG</b>	Didn't have Technical Review and I am not confident about the Evaluation process. See below comments.
<b>FARR</b>	PRIZM seems to be needlessly complicated. Not very user friendly for those of us not complete computer nerds.
<b>FARR</b>	Since we were successful, I should put "very satisfied."
<b>LWCF</b>	On line entry needs to be more efficient.
<b>LWCF</b>	Need vs service area. Small communities have small service areas. Therefore, their project does not reach large populations and thus they lose points. However, that does not diminish their need. Couple the need, the small amount being requested, and contrast that to the population served you will discover that, per-capita, the small community dollars are buying more service/product than xmillion in downtown Belevue.
<b>LWCF</b>	Same comment as above: why require the in-person presentation. It puts showmanship over substance.
<b>NOVA</b>	Evals for Ed projects are a mystery.
<b>NOVA</b>	One idea I have is to have two evaluators for each "sport" incase someone is missing and or for another perspective Maybe less "at large members" Maybe think how agency rep's are used
<b>RTP</b>	THE TIME TO PREPARE THE APPLICATION WAS GREATLY REDUCED BECAUSE THE NEW MANUAL RELEASE WAS DELAYED SEVERAL TIMES WITHOUT AN EQUIVALENT EXTENSION OF THE DUE DATE.
<b>RTP</b>	As mentioned earlier, preliminary rankings are all we have seen (received December 9) and without narrative evaluations it is difficult to rate the evaluation process.
<b>WWRP - Farmland Preservation</b>	Again, main issue was the moderator and one of the evaluators who was new this past year.
<b>WWRP - Local Parks</b>	It's brutal but it's good.

## Question 8: Is there a part of the process that causes you frustration?

Fifty-seven respondents chose to answer this open-ended question. Their comments are roughly categorized as follows:

What Causes Frustration	Number of Responses
<b>RCO Staff</b>	3
<b>Grant Round Process</b>	22
<b>PRISM</b>	5
<b>Manuals</b>	6
<b>Outcomes for Small Communities</b>	5
<b>Technical Review and Evaluation</b>	11
<b>Other</b>	5

The following tables include unedited comments from respondents for this survey question. Programs marked with an asterisk denote comments made by people who responded for more than one program. An acronym list of program names is included on page 5.

### RCO Staff

Program	Comment
<b>BFP - State</b>	If there are last minute changes and revisions required through the grant manager, we need to be giving more than 1 day or less. The grant manager, if bogged down with the timeline, needs to figure out a way to get his work done so that we do not have to drop everything to respond to a deadline because he couldn't get to his workload.
<b>BFP - State</b>	RCO personnel need to be familiar with projects earlier in the process. Need to work with sponsors to develop scope and presentation and paperwork during the application process, prior to tech review.
<b>BIG</b>	The entire process was frustrating and unorganized. Getting questions hours before our grant being presented at the Federal was unacceptable. Most of the questions were in the attachments and not enough time was given to give a strong response to questions that were not part of the original grant process. As much time as we put into this project, I don't feel confident now, especially since we were asked questions at the 11th hour? What if I wasn't carrying a blackberry as was able to at least respond to some of the questions? I would have come to work unable to give any information and we would not have been considered for the project. Too much time and energy gets put into these projects for things to be overlooked. If additional information was needed, our grant manager should have caught that in advance. Not two months later and not a few hours before technical review.

## Grant Round Process

Program	Comment
<b>BFP - Local</b>	Go-to meeting didn't work well for me
<b>BFP - State</b>	Although the material said the application would take a lot of time, it probably took longer. I would stress even more the time commitment.
<b>BIG</b>	Having the deadlines of all the programs be so close together caused those who worked on our projects confusion and stress.
<b>BIG</b>	The only thing that was frustrating is that most of the required application criteria are for development projects. My project is a maintenance project, so knowing how to respond and what information to provide was sometimes difficult. My grants manager was very helpful in these areas.
<b>LWCF</b>	I think any process that runs from January of one year, and isn't completed until the spring of the following year leads towards some level of frustration for a project lead. Hard to explain to leadership and elected officials that any process takes 14 - 16 months to hear on whether or not you have been funded.
<b>LWCF</b>	It is hard to understand the scoring when you have a project that is identical to a second grant in another category that is matching funds for the LWCF project. Some of the question on both grants are identical. As an example "public support" When the project clearly had tremendous support this question score should be relatively similar but for some reason the evaluators ranked the project low in project support. What this simply means is that the scoring of projects is "subjective" and if this is correct then it is important that the evaluators are required to have training in scoring. Leaving it to "subjective" scoring is not ethical.
<b>NOVA</b>	Would like the same amount of guidance and samples found in the maintenance and operations grant for the education and enforcement grant process. The support for the education and enforcement grant process was not as thorough and complete as the assistance for the maintenance and operations grant. The online grant process is a great idea, it could be more user friendly, though. I imagine that will come as software updates and user feedback come in.
<b>NOVA</b>	The timing of the process is sometimes difficult in terms of it causing myself and others to work in the office during prime field season. As I recall, previous RCO application timelines were mostly in the fall, winter and early spring.
<b>NOVA</b>	It is difficult to write M&O grants each biennium for the same systems. I would like to see a ranking system with priority projects similar to the winter recreation program. A written evaluation process, such as used for NRTP, for M&O NOVA projects would be utilize time better.
<b>NOVA</b>	Maintenance grants are taking up too much of the apportioned funds. Need more priority given to planning and development grants. The state legislature needs to figure out a way to fund ongoing maintenance and operations for existing facilities. Also, \$100,000 doesn't go very far in developing anything these days. The non-moto grant cap should be raised. The only alternative is for people to phase projects, but then those don't score as well against others.
<b>NOVA</b>	It was my own fault, but I was frustrated that it was unclear which agency was responsible for the different programs. I thought I was qualified for programs only to find out later that they were not funded through RCO but through state parks. I felt that part of the process was unclear.

<b>NOVA</b>	No. I think you have a really great, fair, and open process established.
<b>NOVA</b>	Maps and materials required for the different NOVA categories is not defined the best. I ended up using the same maps with different titles to meet all the required maps for the application.
<b>NOVA*</b>	new to grant process, grant manager responsive
<b>RTP</b>	Still not certain of eligibility.
<b>RTP</b>	Would appreciate a shorter turn around time between when the applications are due and when the projects can begin; right now it takes a full 12 months. No other funding source supporting our organization has such a long lead time. The application process itself is very time consuming. I would appreciate any opportunities to streamline the process. The more detailed metrics in particular took more time, and were challenging to estimate, with this round of applications.
<b>RTP</b>	I believe that entities applying for RTP funds should be limited to securing a single grant. It seems rather unfair that one organization - the Washington Trails Association - receives approximately 25% of the total grant funds available.
<b>RTP</b>	It takes a substantial amount of time to complete the grant applications, but this is likely unavoidable. The most challenging piece for us has been the billing and reporting once we get a grant. In conversations with other land managers this seems to be a shared issue.
<b>WWRP - Local Parks*</b>	Process is kind of cumbersome and long.
<b>WWRP - Local Parks*</b>	Application process is complex and confusing. Grant Managers are overloaded - too many clients, too many diverse grants to be experts on.
<b>WWRP - State Parks</b>	first time through grant process so huge learning curve and for most part had to figure out on own other than RCO tools.
<b>WWRP - Water Access*</b>	The process is very robust, which it needs to be to ensure good use of public funds. I got great advice and feedback from Kyle, and the Technical Review process helped me identify the issues I was not adequately addressing for the evaluators.

## PRISM

Program	Comment
<b>BFP - Local</b>	Some of the categories in the Cost Section in the application were tricky - either missing or had to be combined. Another section could be OTHER, and the application can specify the item and cost if it is not listed on the application. Also, if the notes were visible - rather than hidden comments - it would ensure the applicant made the necessary notes or clarification for the section/item.
<b>FARR</b>	Only because we use the PRISM si infrequently do we have issue with it.
<b>FARR</b>	PRISM is hard to use. It's not user friendly.
<b>FARR</b>	PRIZM is not forthright. We had to hire a computer Guru to help us through the process.
<b>LWCF</b>	Allow for applicants to remove attachments from PRISM once they are uploaded

## Manuals

Program	Comment
<b>LWCF</b>	Trying to pull all the pieces from the different sources. One manual for each type of grant rather than separating them by acquisition/development, etc.

<b>NOVA</b>	All the technical requirements spelled out in the manual are very confusing. I'm not a professional grant writer and my organization cannot afford to hire one to complete this process. This is my first experience with this grant process. After SEVERAL hours of trying to understand what was required and revamping our presentation, we put everything together. I'm not sure what application process I'm giving my survey responses for, M&O or E&E? I find it odd, that a panel of different representations throughout the state can score an E&E application without face to face contact and decide what ranking that organization gets vs a face to face presentation given for a M&O project of significant less money. It doesn't appear there is any consistency in the scoring process.
<b>RTP</b>	Finding out after preparation and initial submission that municipalities weren't generally viable RTP applicants was frustrating. The manual should be explicit about this as it says a 'backcountry experience' is required but it need not be pristine and it says municipalities are eligible. We were scheduled for a site visit early in the process but it was cancelled by staff and not rescheduled. It would have been helpful, perhaps, to have been able to show RCO staff our trail system and its backcountry character,.
<b>RTP</b>	Yes. The delay in getting the new grant manuals and application process done was troubling. The NRTP grant opened May 1, but the Manual 16 didn't get released until May 15th and due date July 1st didn't give me much time. With the changes in the evaluation questions, it made the process more difficult.
<b>RTP</b>	It would be very beneficial if there was a way, or multiple ways to highlight things which had changed since the last session.
<b>WWRP - Riparian Protection</b>	Distilling information from the grant manuals, conflicting points of feedback, and the volume of material - photos, maps, etc. - of each project is a significant expense in time and resources for applicants.

## Outcomes for Small Communities

Program	Comment
<b>BFP - Local</b>	In northeast Washington State especially north and south of Spokane, Washington communities are very small compared to western Washington where you get majority of the tourist trade where it is easy to document use of a specific project, we have a site where water recreation is prevalent on the NPS side of Lake Roosevelt but has not been established on the non-NPS side, so to provide numbers is hard to come up with.
<b>BFP - Local</b>	As one of the smallest ports in the state, competing with large ports put us at a disadvantage. We neither had the staff nor the funds to complete any permitting nor engineering studies prior to our presentation.
<b>LWCF</b>	YES!!! Small Towns and or remote counties with, in my case, no technical or media types can't be expected to compete with with King County or Bellevue. Further, when an entity is asking for 2 or 3 million dollars, and you only have 11 to give out, then points or no points, they should be asked to phase their project, or 25 to 30% of the funds available should be fenced for entities with populations under 5000. (Or some variation on the theme). WHEN YOU HAVE 18 APPLICANTS AND THE TOP 4 EAT UP THE FUNDS AVAILABLE, THE SYSTEM IS BROKE!!!!
<b>LWCF</b>	There needs to be a small amount set aside for the small communities which would allow for more projects to be completed and spread the funds more evenly across the State by allowing small communities to leverage the grants. It makes no sense to ask a

	small community to participate for a \$50,000 grant only to have the first five projects rank high and suck up all the money. However, it does not necessarily make sense to have a cap if it is an extremely important project. Setting aside a small pot of money for small projects makes the most sense.
<b>WWRP - Trails</b>	I think there should be a limit to the funding requested from RCO for an individual applicant. It really seemed piggy for some urban agencies to be requesting 2-3 million for trails located completely in an urban park setting.

## Technical Review and Evaluation

Program	Comment
<b>BFP - Local</b>	I was expecting more feedback from the review committee the first time through with both positive aspects along with areas of improvement. We didn't receive much but we also scored well in the end so maybe it just wasn't needed. But going in the first time I wasn't sure if I had impressed them enough or not so the final review was more challenging than the first for me.
<b>LWCF</b>	I would eliminate the in-person presentation requirement. I would brief reviewers so they have a better understanding of the relationship of tribes to the State government. Part of that briefing would be a discussion of the relationship of tribal culture to the concept of recreation in the non-Indian community.
<b>NOVA</b>	One idea I have is to have two evaluators for each "sport" incase someone is missing and or for another perspective Maybe less "at large members" Maybe think how agency rep's are used I would like to have a sense on how maintenance presentations should change every couple of years
<b>NOVA</b>	I don't think the evaluators look at the application they just get all their info from the presentation.
<b>NOVA</b>	This was my first experience, I felt the evaluation did not allow enough time to really tell our story.
<b>NOVA</b>	There was an email that informed us that the evaluation was not to cover criteria that was scored by RCO staff (match), but the review committee asked questions about it and many spent time presenting on it. Either it should be considered as part of the presentation or not. The information was not consistent.
<b>WWRP - Local Parks</b>	The evaluation is really based upon the presentation vs. the merits of the project, so if you aren't a good presenter or aren't proficient in powerpoint, it is a real disadvantage, regardless of how valuable your project is.
<b>WWRP - Local Parks</b>	I appreciate that presentations are timed however with the quantity of grant information required/requested more time for presentation and consistency of time between different programs would be helpful.
<b>WWRP - Local Parks</b>	The period of time to do the Technical Evaluation Review from the time notified was not a lot of time for us to prepare our presentation. More time would help. The time given to us to prepare our final presentation was plent.
<b>WWRP - Local Parks</b>	Some of the evaluation questions. Questions regarding populations, cost efficiencies, scenic views and water access are all unfair and bias.
<b>WWRP - Trails*</b>	This evaluation team needs a lot of training and the selection of the members needs to be reviewed. I know one member that represented an agency and they didn't have a clue about the trails criteria nor if the answer to the question was important or not. As I stated before there were also members who had their own agenda and it didn't matter

if the project addressed all the questions-they simply didn't want to fund a project that didn't meet their own criteria

## Other

Program	Comment
<b>BFP - Local</b>	Already explained.
<b>BFP - Local</b>	no.
<b>FARR</b>	It's all frustrating. But the frustration level diminishes with each successive application.
<b>WWRP - Farmland Preservation</b>	Already explained above in #6
<b>WWRP - Local Parks</b>	If we had more funding and projects deeper into the list received grants the process would be more reasonable to complete. I personally lobby nearly every year for more funding. We need to keep explaining the need to the legislature and hopefully over time we will receive adequate funding.

**Question 9: Is there a part of the process that works especially well for you?**

Forty-four respondents chose to answer this open-ended question. Their comments are roughly categorized as follows:

What works well	Number of Responses
<b>RCO Staff</b>	8
<b>Grant Round Process</b>	14
<b>PRISM</b>	9
<b>Technical Review and Evaluation</b>	11
<b>Other</b>	2

The following tables include unedited comments from respondents for this survey question. Programs marked with an asterisk denote comments made by people who responded for more than one program. An acronym list of program names is included on page 5.

**RCO Staff**

Program	Comment
<b>ALEA</b>	I couldn't ask for a better Grant Manager than Kyle. The information and feedback he provided during the process was invaluable and saved us lots of time and effort.
<b>BFP - Local</b>	Kyle was very helpful when I was able to make contact with him. There were times initially that emails or calls early on were not returned, but as the review process neared he was very timely in his responses back and very helpful and supportive.
<b>BIG</b>	No really. I do appreciate the efforts that Rory put forth to help us with the ADA portion of the project. He is a real asset to the RCO and municipalities applying for grants.
<b>FARR</b>	Our Grant Manager was very helpful.
<b>LWCF</b>	Lorinda and Kyle were great. The updated PRISM program also worked very well.
<b>NOVA</b>	The RCO staff was very responsive and helpful whenever I had questions. Without their support and materials it would have been a much harder process. They are appreciated.
<b>WWRP - Farmland Preservation</b>	Our project manager was extremely helpful. The bulk of the evaluators were very professional.
<b>WWRP - Local Parks</b>	The grant managers are excellent.

**Grant Round Process**

Program	Comment
<b>ALEA</b>	Every aspect was helpful to us in order for us to truly be prepared for the final evaluation.
<b>BFP - Local</b>	I found the entire process to be easy and clear on the requirements/expectations.

<b>BFP - Local*</b>	I think the expectations when one reads the grant program activities and what will actually be ranked high and funded are pretty far apart.
<b>BFP - Local*</b>	Having all the grant program deadlines happen in the same time window caused those working on our projects much confusion and stress. When working on several projects, the multiple deadlines were difficult to keep track of. How to improve? If all several programs are going to be open at the same time, I think the process could be simplified (reduce the number of deadlines) Otherwise, return to alternate year application submissions for some of the programs.
<b>BFP - State</b>	In general, the learning curve is steep, but once you understand the process, it goes fairly smooth. The problem is with an inexperienced grant manager. That, and the conflict of interest situation mentioned above.
<b>BFP - State</b>	More funds are needed, or limit grants to less than 1M
<b>LWCF</b>	I like the final presentation. It provides an opportunity to tell the whole story which can't be accomplished in a formal presentation.
<b>LWCF</b>	Changing to web presentations was helpful.
<b>NOVA</b>	Immediate feedback from the committee after the grant proposal was helpful.
<b>NOVA</b>	Being able to see other projects and their supporting documents/presentation. What's been done in the past. What's been funded. It's a great resource to utilize when thinking about what projects you may want to submit a grant application for and how to craft your proposal in way that gives you the best chance at success.
<b>RTP</b>	The more online, the better.
<b>WWRP - Local Parks*</b>	Multiple deadlines - particularly when working on projects for several RCO grant programs at once.
<b>WWRP - Local Parks*</b>	Software needs to be improved before next round. Maybe split up the due dates so everyone is not trying to apply at the same time for all the grants.
<b>WWRP - State Lands Development*</b>	RCO should work with sponsors to develop scope and documents together early in the process so the criteria are met

## PRISM

Program	Comment
<b>BIG</b>	PRISM Online is great (mostly, the Attachment section could use more flexibility in naming and categorizing documents).
<b>BFP - State</b>	PRISM works really well and the presentation how to material is very good.
<b>FARR</b>	I like the step by step guidance however, it is not clear in PRISM if I am on track. I had to contact our grant manager many times for clarification and to know when a progress report is due. An alert email to lead us to the next required task and when it's due would be helpful.
<b>NOVA</b>	Prism is a good tool - great work
<b>NOVA</b>	Moving the process online has helped a lot. It has allowed me to work from home when needed.
<b>NOVA</b>	PRISM is wonderful now that it is online
<b>NOVA</b>	Prism allows direct input and upload of materials. That worked quite well because I could update, review and edit if I chose.
<b>RTP</b>	The electronic submission process worked very well as sections could be uploaded as they were completed.

<b>WWRP - Riparian Protection</b>	PRISM is useful.
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## Technical Review and Evaluation

Program	Comment
<b>FARR</b>	The "in person" tech review is invaluable.
<b>FARR</b>	The evaluation process is good and to the point.
<b>LWCF</b>	I think the technical review process is the most critical and will provide better final project presentations.
<b>NOVA</b>	The technical review was particularly helpful although it could be improved with more of a discussion type of format as opposed to direct feedback based on submitted materials with no dialog.
<b>RTP</b>	I liked the technical review and chance for improving or clarifying problem areas identified.
<b>RTP</b>	Technical review is very much appreciated. My understanding of the purpose at least in part is that this allows applicants to submit a "final draft" that can be modified based on feedback from the grant manager. It reduces the risk of submitting a project that gets disqualified on a technicality. I also appreciate that the grant manager is available to answer questions throughout the process -- many grant programs don't offer the same level of service.
<b>BFP - Local</b>	I really liked the online registration for the technical and final review. Being able to select a day and time slot was very helpful since we had to travel a good distance to get to RCO.
<b>WWRP - Local Parks</b>	Flawed though it may be, the evaluation committee process seems to even out in the end and the top projects generally rise to the top.
<b>WWRP - Local Parks</b>	Technical review evaluations were very helpful
<b>WWRP - Local Parks*</b>	The evaluation process needs to be looked at and revised for small projects and City's that need small projects completed. Just because they are small, doesn't mean they are not important to their community. Most of the projects that were submitted would be a "wish list" and never be completed in a small town. Sometimes we just need assistance replacing what we have. Review panels should also not express their opinions and give false expectations of where the project will be ranked and/or funded.
<b>WWRP - Trails*</b>	With this evaluation team, the team needs to be rotated. The members need to have experience with trails, trail construction and the value of trails for the recreationalist. The team needs to understand that the criteria for scoring should not gravitate over to a personal subjective influence. These changes would help with a fair evaluation process

## Other

Program	Comment
<b>NOVA*</b>	last minute decision for application so had little time, and new with grant process
<b>WWRP - State Parks</b>	not sure, just happy to get through first time.

# Additional Grant Round Comments from the Port of Grapeview

## Appendix A

Appendix A

E-mail Received by J. Masterson from G. Carlson, Commissioner of the Port of Grapeview

December 8, 2014

**Addendum to the Recreational Commission Office Survey of Grant Applicants**

While your survey questions are sufficient to obtain a general feel for the grant process, it is missing one large element: the size of the organization seeking funding.

The Port of Grapeview is a very small port in south Puget Sound southwest of Gig Harbor. As revealed in our grant application and presentation, our only responsibility to date has been to provide a boat launch ramp in Grapeview which has heavy recreational use (892 launches in August 2014) and commercial use (about 100 launches per month annually).

We well recognize that the RCO is dedicated to recreation but the Ports (all 75 in Washington) are directed by RCW Title 53 to foster economic development. Therefore our mission is both recreational and commercial.

Judging by the numbers, the grant process is skewed towards large ports that have the staff and funds to dedicate resources (human and capital) towards the application and presentation process.

Below is a table of the 2014 awards from RCO married to the size of the Port.

<b>RCO Project - Grant Rankings</b>	<b>Rank</b>	<b>Employees</b>	<b>2014 Capital Budget</b>
Port of Bellingham Boat Launch	1	98	10,000,000
Port of Port Townsend Ramp Extension	2	29	700,000
Grays Harbor Historical Seaport	3		
Port of Port Angeles Boat Launch	4	4	208,170
City of Asotin Boat Launch	5		
Port of Bellingham - Fairhaven Boat Launch	6	98	10,000,000
Snohomish County Parks Dept - Wenberg Cot	7		
Entiat Marina	8		
Port of Bremerton - Evergreen Boat Ramp	9	27	8,843,935
Port of Grays Harbor	10	47	12,849,200
Port of Willapa - Tokeland	11	8	1,500,000
San Juan County Public Works - Oldin	12		
Port Of South Whidbey Island - Possession Ramp	13	5	1,024,502
Bainbridge Island Eagle Harbor	14		
Lake Pateros Boat Launch	15		
Colville Tribes - Kelly Ferry Boat Launch	16		
<b>Port of Grapeview Boat Launch</b>	<b>17</b>	<b>0</b>	<b>28,214</b>

**Port data is from the Washington Public Ports Association Annual Report**

The Port of Grapeview’s annual budget cannot support the permitting process fees without additional help. As an example, we spent close to \$500 for a “pre-application Hearing” with Mason County; the actual County permit process would consume well north of \$4000. A quick review of the above table shows that the amount is a drop in the bucket for some but a real drain of resources for small Ports.

Like most small Ports, we have no staff which makes it difficult to compete with large port entities. Our entire PRISM application and PowerPoint presentation was constructed by volunteer labor along with donated out of pocket expenses. We estimate that we have over 200 man hours in the endeavor and well over \$500 in volunteer expenses.

## Appendix A

E-mail Received by J. Masterson from G. Carlson, Commissioner of the Port of Grapeview

December 8, 2014

Small ports don't have that luxury of multiples of funds available for grant match. All of our funding is through a complicated levy process that applies only to those taxpayers residing in our port.

The Port of Grapeview has no magic wand to wave to produce matching funds. Ours took many meetings with our constituents to come up with a significant match. To wit:

- \$70,000 in hard dollars from the Commercial Shellfish harvesters. These farmers are the second largest employers in Mason County. Their particular use of our ramp is because it can be used to a very low minus tide (we can launch at -3'4"), when other south Sound ramps are high and dry.
- \$70,000 in in-kind recompense from the architectural firm to design and construct the boat ramp. This architect/citizen stepped forward and donated the full resources of his firm to complete this project. At the time of our presentation he had completed:
  1. The Treasure Island Bridge (Grapeview) – designed, permitted and built in less than two years (2012).
  2. The Raft Island Bridge (Gig Harbor) – recently completed and designed, permitted and built in less than two years (2014).
  3. The Mason County Transit Community Center in Shelton (a \$5+ million dollar project) in progress.

The gentleman, who lives in sight of our proposed ramp renovation, is well steeped in working with:

- \*Mason County Community Development
- \*Mason County Shoreline Management Requirements
- \*United States Army Corps of Engineers
- \*Washington Department of Natural Resources
- \*Washington Department of Ecology
- \*Washington Department of Fish and Wildlife
- \*United States Coast Guard
- \*Squaxin Tribe

He estimated eight to twelve months to make final design and finalize the permit process (once funding is achieved) and another few months for construction, influenced by DoF&W fish windows.

- \$20,000 of in-kind support in the area of engineering and construction from the Squaxin Tribe using their experience in recently overhauling their Arcadia Point Ramp.

There is an advantage in being small. We can move quicker and have one goal in mind and can commit our meager resources to a single project; larger Ports are hampered by spreading their resources over many projects.

The above said, we think that the smaller entities requesting RCO grant monies be given a competitive foundation on funding and level the playing field.

It is very frustrating to witness large ports receiving money for new facilities while our boat ramp crumbles.

One other limitation is timeliness – the next grant process is 2016 for funding in subsequent years. Our boat ramp will not survive that period. Timeliness too, should be part of the process.