



**MICHIGAN NATURAL RESOURCES TRUST FUND  
2011 GRANT APPLICATION**

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

*A large print version of this application is available upon request.*

All location maps, site development plans, boundary maps, and other graphic information should be **8.5 inches by 11 inches** in size and must be clear, legible, detailed, and appropriately labeled. You may also submit larger versions of any or all of them. Grants Management staff use these materials to help evaluate your application and to find and evaluate many of the sites. We must also photocopy many of the graphic materials in black-and-white; be sure that what you submit will photocopy legibly. **Please do not submit aerial photographs for location maps, site development plans, or boundary maps.**

**REQUIRED CONTENT FOR ALL APPLICATIONS:**

- MNRTF Grant Application Form** (PR5750) - one copy fully completed and signed
- Application Narrative** - two copies
- Site development plan** - two copies
- Project location map** - two copies
- Documentation of local match sources**, if required in Section A1 of the application form
- Advance notice of a public meeting** to take public comment on the application
- Minutes of the public meeting** held to take public comment
- Certified Resolution** from the governing body
- Environmental Report** if applicable based on *Property Checklist* in Section D of the application form
- Notice of Intent Form** (PR5750-2)
- Letter Transmitting Notice of Intent Form** to the regional clearinghouse
- Photographs of the site** – digital images emailed to your Regional Representative or submitted on a CD are preferred over paper photos

**RECOMMENDED SUPPORTING DOCUMENTATION FOR ALL APPLICATIONS:**

- Minutes of other public meetings** to gather public comment and support
- Letters of support** for the project
- Documentation justifying a larger service area**, if applicable
- Correspondence regarding regulatory permitting issues**, if applicable
- Expert documentation, to support the project and Sections E1-E3**

**ADDITIONAL REQUIRED CONTENT FOR ACQUISITION APPLICATIONS ONLY:**

- Plat or parcel map** with subject parcels highlighted – two copies
- Draft easement or other agreement**, if applicable

**ADDITIONAL REQUIRED CONTENT FOR DEVELOPMENT APPLICATIONS ONLY:**

- Boundary map** delineating the legal boundaries of the park site – two copies
- Preliminary floor plans and elevation drawings for the proposed structures**, if applicable
- Documentation of Site Control Form** (PR5750-4)



**MICHIGAN NATURAL RESOURCES TRUST FUND  
2011 GRANT APPLICATION**

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

*A large print version of this application is available upon request.*

**Please refer to chapter 3 of 2011 Michigan Natural Resources Trust Fund Application Guidelines booklet for information on completing this form.**

<b>DNR USE ONLY</b>	
Application Number	
Region Number	

**Section A1: Applicant, Site, Project Identification**

<b>APPLICANT # 1</b>	Name of Applicant (Government Unit)		Federal ID Number (required)	County
	Name of Authorized Representative (responsible for application day-to-day)		Title	
	Address		Telephone ( )	FAX ( )
	City, State, ZIP		E-mail	
<b>APPLICANT # 2</b>	Name of Applicant (Government Unit)		Federal ID Number (required)	County
	Name of Authorized Representative (responsible for application day-to-day)		Title	
	Address		Telephone ( )	FAX ( )
	City, State, ZIP		E-mail	
State House District		State Senate District		U.S. Congressional District
Address of site		City, Village or Township of site		ZIP
County in which site is located			Town, Range and Section Numbers of site location	
Park Name		Proposal Title		
Proposal Description				

Is the application for site development or land acquisition?     Development or  Acquisition

**Section A2: Project Funding**

**IMPORTANT: PLEASE ROUND ALL AMOUNTS TO THE NEAREST \$100.00**

**SOURCES OF MATCHING FUNDS**

**PROJECT COST AMOUNTS**

a.	General Funds or Local Restricted Funds (Applicant's own cash)	\$ _____	00 . 00
b.	Force Account Labor/Materials (Applicant's own paid labor or materials)	\$ _____	00 . 00
c.	Federal or State Funds (other than MNRTF)	\$ _____	00 . 00
d.	Cash Donations	\$ _____	00 . 00
e.	Donated Labor and/or Materials	\$ _____	00 . 00
f.	Donated Land Value (acquisition applications only)	\$ _____	00 . 00
g.	<b>Total Match</b>	\$ _____	00 . 00
h.	<b>Grant Amount Requested (round to nearest hundred dollars)</b>	\$ _____	00 . 00
i.	<b>Total Project Cost</b>	\$ _____	00 . 00
j.	Percentage of match commitment <i>(Must be at least 25% of total project cost)</i>		_____ %

**Section A3: Project Details – Land Acquisition Applications ONLY**

Interest acquired will be (check all that apply)  Fee Simple  Easement  Other \_\_\_\_\_

What are the current land uses that exist on the parcel? (check all that apply)  
 Undeveloped/natural land  Agricultural  Residential  Commercial (including timber extraction)  
 Recreational  Other (describe) \_\_\_\_\_ Any buildings on the site?  No  Yes

**Parcel Information Table**

Itemize estimated cost information for each parcel. For phased projects, the parcels and dollar amounts provided should include all phases.

LANDOWNER	ACREAGE	STATE EQUALIZED VALUE (SEV)	ESTIMATED (1) APPRAISED VALUE (\$)	ESTIMATED (2) RELOCATION COSTS (\$)
Parcel 1		00.00	00.00	00.00
Parcel 2		00.00	00.00	00.00
Parcel 3		00.00	00.00	00.00
<b>TOTALS</b>		00.00	00.00	00.00

(3) ESTIMATED INCIDENTAL COSTS				
Prorated Taxes	\$	00.00		
Recording Fees	\$	00.00		
Transfer Tax	\$	00.00		
Title Insurance	\$	00.00		
Appraisal Fees	\$	00.00		
Closing Fees	\$	00.00		
Environmental Assessment Costs	\$	00.00		
<b>TOTAL</b>	<b>\$</b>	00.00		
			TOTAL APPRAISED VALUE (1)	\$ 00.00
			TOTAL RELOCATION COSTS (2)	\$ 00.00
			TOTAL INCIDENTAL COSTS (3)	\$ 00.00
			<b>TOTAL ACQUISITION COSTS</b>	<b>\$ 00.00</b>

*Total Acquisition Costs must match item i. of Section A2 of this form*

**Section A4: Project Details – Development Applications ONLY**

Applicant's current control of the site:  Fee Simple  Lease  Easement  Other  Age of Park  Acres

**Development Project Cost Estimate Table**

SCOPE ITEMS <small>Limit each item description to 25 characters. Do Not Abbreviate.</small>	IS SCOPE ITEM OF UNIVERSAL DESIGN?		SIZE OR QUANTITY	\$	COST
	NO	YES			
1. _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	\$	00.00
2. _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	\$	00.00
3. _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	\$	00.00
4. _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	\$	00.00
5. _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	\$	00.00
6. _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	\$	00.00
7. _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	\$	00.00
8. _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	\$	00.00
9. _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	\$	00.00
10. _____	<input type="checkbox"/>	<input type="checkbox"/>	_____	\$	00.00
<b>Permit Fees</b>				\$	00.00
<b>MNRTF Sign</b>				\$	00.00
			<b>SUBTOTAL</b>	\$	00.00
			<b>ENGINEERING</b> (These fees may not exceed 15% of subtotal)	\$	00.00
			<b>TOTAL ESTIMATED COST</b>	\$	00.00

*Total Estimated Cost must match item i. of Section A2 of this form*

**Section A5: Explanation of Match Sources**

Complete only if you entered a value for any or all of items c, d, e, or f in Section A2 of this application.

c. **Federal or other state funds** - Provide the information requested below for each federal or state program from which matching funds will be provided.

(1)Program Name	Administering Agency	
Contact Name for Administering Agency	Telephone (        )	Amount \$

Type of Funds

Grant funds awarded \_\_\_\_\_  
*Date grant funds approved*

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

Appropriated funds \_\_\_\_\_  
*Date appropriated*

Other, explain \_\_\_\_\_

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

Is documentation (such as a grant approval letter) that verifies the availability of funds included with application?    No Yes

(2)Program Name	Administering Agency	
Contact Name for Administering Agency	Telephone (        )	Amount \$

Type of Funds

Grant funds awarded \_\_\_\_\_  
*Date grant funds approved*

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

Appropriated funds \_\_\_\_\_  
*Date appropriated*

Other, explain \_\_\_\_\_

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

Is documentation (such as a grant approval letter) that verifies the availability of funds included with application?    No Yes

d. **Cash Donations** - List the individual sources and the amounts to be donated below.

SOURCE	AMOUNT
_____	\$ 00.00
_____	\$ 00.00
_____	\$ 00.00

Is a letter of intent from each donor included with application?    No Yes

e. **Donated Labor or Materials** - Include each item to be donated, the source, dollar value, and how the dollar value was determined.

<u>ITEM</u>	<u>SOURCE</u>	<u>DOLLAR VALUE</u>	<u>VALUATION METHOD</u>
_____	_____	\$ 00.00	_____
_____	_____	\$ 00.00	_____
_____	_____	\$ 00.00	_____

Is a letter of intent from each donor included with application?    No Yes

f. **Donated Land Value** - Describe how the value of the land donation was determined.

\_\_\_\_\_

Is a letter from the landowner committing to the donation of a portion of fair market value and any conditions placed upon their commitment included with application?     No  Yes

## Section B: Justification of Need

If you are submitting multiple acquisition or development applications, what is the priority for this application? (1 = highest) \_\_\_\_\_

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

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

 Did you gather public input from individuals with disabilities, their families, or advocates?  No  Yes

Are you the primary provider of recreation services to any surrounding communities, as documented in your recreation plan?  No  Yes

List communities: \_\_\_\_\_

What is the total population of the seasonal residents? \_\_\_\_\_

Was the application developed through collaboration with adjacent communities or school districts?  No  Yes

## Section C: Applicant History and Stewardship

	NO	YES
Is applicant financially solvent to complete the acquisition transaction without any third party assistance (i.e. loans, lines of credit, same day closings, etc.) until partial reimbursement and final audit is completed (approximately 180 days after closing)?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, please provide documentation that supports this.		
Has applicant received DNRE recreation grant(s) in the past?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, does applicant currently have an open, active grant?		
Has applicant closed, sold, or transferred any parkland or recreation facilities in the past 5 years?	<input type="checkbox"/>	<input type="checkbox"/>
Does applicant have a "residents only" policy for this park or other parks or recreation facilities?	<input type="checkbox"/>	<input type="checkbox"/>
Do you now or do you intend in the future to charge an entrance fee to the project site?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, fee schedule and policy for reduced entrance fees for low-income users included with application?		
What is the applicant's current year budget for parks and recreation?	\$	_____
What are the estimated operation and maintenance costs associated with the project?	\$	_____

## Section D: Site Conditions

Complete the following property checklist on the environmental conditions at the project site and adjacent areas, using information from the past ten years or longer, as appropriate. If you answer **YES** or **UNKNOWN** to any of the questions, you are required to prepare an environmental report. See page 28 of the *2011 Michigan Natural Resources Trust Fund Application Guidelines* for guidance.

	NO	YES	UNKNOWN
1. Does the applicant, landowner, or others have knowledge that any portion of the property is or has been used for industrial purposes, including manufacturing and/or minerals' processing or extraction (sand, gravel, oil, or gas) at this time or in the past?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Does the applicant, landowner, or others have knowledge that any portion of the property is currently being used or has been used in the past for a gas station, motor vehicle service or repair facility, commercial printing facility, dry cleaners, photo developing lab, junkyard, landfill, waste treatment, storage, processing or recycling or disposal facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Does the applicant, landowner, or others have knowledge that any of the following are or have in the past been stored, discarded, or used on the property – automotive or industrial batteries, pesticides or other chemicals used in agricultural practices, paints, industrial waste, or other chemicals in drums or other containers?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Does the applicant, landowner, or others have knowledge that fill dirt or other fill material of unknown origin is on this property or has in the past been placed on the property?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. Does the applicant, landowner, or others have knowledge of any evidence of leaks, spills, or stains from a substance other than water at this time or in the past?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Does the applicant, landowner, or others have knowledge that there are or have in the past been waste disposal pits, lagoons, or ponds on the property?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Does the applicant, landowner, or others have knowledge that there are at this time or have in the past been registered or unregistered storage tanks on the property?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Does the applicant, landowner, or others have knowledge that contaminated groundwater lies below the property?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. If there is a water well on the property, does the applicant, landowner, or others have knowledge that contaminants have been identified in the well that exceeded legal standards or has the well been identified as contaminated by a government agency?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Has the landowner been notified about any current violations of environmental laws pertaining to activities on the property or does applicant, landowner, or others have knowledge about past violations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Has the landowner been notified of any environmental assessments of the property that identified a) the presence of hazardous substances, petroleum products, or contamination; or b) the need for further assessment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Does the applicant, landowner, or others have knowledge that any hazardous substances, unidentified waste materials, tires, or automotive or industrial batteries have been dumped above ground, buried, or burned on the property?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Is the property listed on any federal or state list of contaminated sites, including the site of a leaking underground storage tank?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Does the applicant, landowner, or others have knowledge that any of the adjoining properties are currently being used or have been used in the past for the purposes listed in the previous questions 1-13?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Has an environmental assessment been completed for the site? If yes, provide the most current.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Are permits required for the development of the site? If yes, complete the following table:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>TYPE OF PERMIT</b>	<b>PERMITTING AGENCY</b>	<b>EFFORTS TAKEN TO OBTAIN PERMIT OR DETERMINE PERMIT REQUIREMENTS</b>	
_____	_____	_____	
_____	_____	_____	
_____	_____	_____	

**Section E1: Natural Features of the Project Site**

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

**Great Lakes shoreline or Great Lakes connecting water frontage?**  No  Yes

Great Lakes connecting waters are defined on page 13 of the 2011 Michigan Natural Resources Trust Fund Application Guidelines booklet.

If yes, name of Great Lake or Great Lakes connecting water \_\_\_\_\_

How many linear feet of shoreline or frontage? \_\_\_\_\_

**Inland lake frontage?**  No  Yes

If yes, name of water body \_\_\_\_\_

What is the size of the total water body in acres? \_\_\_\_\_

How many linear feet of frontage are on site? \_\_\_\_\_

**River and/or tributary frontage?**  No  Yes

If yes, name of water body \_\_\_\_\_

How many linear feet of frontage? \_\_\_\_\_

Is the river or tributary a state natural river or a federally dedicated wild and scenic river?  No  Yes

**Wetland acreage or frontage?**  No  Yes

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

Marsh \_\_\_\_\_ Prairie \_\_\_\_\_ Fen \_\_\_\_\_ Bog \_\_\_\_\_ Forest \_\_\_\_\_ Shrub \_\_\_\_\_

Dune and swale complex \_\_\_\_\_ Boreal forest \_\_\_\_\_ Type unknown \_\_\_\_\_

Is documentation of type and quality provided with application?  No  Yes

If yes, source of information \_\_\_\_\_

**Other water acreage or frontage?**  No  Yes

If yes, name of other water body \_\_\_\_\_

Is the entire water body completely within the site boundaries?  No  Yes

How many linear feet of frontage or acres of water are on site? \_\_\_\_\_

**Sand dunes?**  No  Yes

If yes, list the number of acres of sand dunes on the site \_\_\_\_\_

Critical \_\_\_\_\_ Not designated as critical, or designation unknown \_\_\_\_\_

Is documentation of type and quality provided with application?  No  Yes

If yes, source of information \_\_\_\_\_

**Dedicated state or federal listed wilderness or dedicated natural area or Pigeon River Country State Forest land or inholding?**  No  Yes

If yes, name of area \_\_\_\_\_

How many acres on site? \_\_\_\_\_

**Rare species or any other significant feature as defined by the Michigan Natural Features Inventory?**  
 No  Yes

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

Population/range locations denoted on site plan or other map?  No  Yes

**Section E2: Wildlife Values of the Project Site**

*Will the proposed park or park development:*

**Protect wildlife habitat** (for example, breeding grounds, winter deeryards, den sites)?  No  Yes

If yes, list species \_\_\_\_\_

How many acres of habitat does the site provide? \_\_\_\_\_

**Act as a wildlife corridor between existing protected areas or buffer an existing protected area?**  No  Yes

If yes, name the existing park(s) or protected area(s) \_\_\_\_\_

How many acres are currently in protected status? \_\_\_\_\_

Is documentation of the ecological value of adjacent protected areas and/or the ability of the project site to act as a corridor/buffer provided with application?  No  Yes

If yes, source of information \_\_\_\_\_

**Section E3: Natural Resource Recreation Opportunities**

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

**Water recreation opportunities?**  No  Yes

**Hunting opportunities?**  No  Yes

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

\_\_\_\_\_

How many acres will be available for hunting? \_\_\_\_\_

**Fishing opportunities?**  No  Yes

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

\_\_\_\_\_  
\_\_\_\_\_

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

If yes, what species can be viewed? \_\_\_\_\_

\_\_\_\_\_

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

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

- Interpretive signage  Interpretive brochures  Nature center  Part time or volunteer naturalist  Full time naturalist

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

If yes, name of organization \_\_\_\_\_

Provide examples of interpretive materials, descriptions of classes, and other documentation on the interpretive/educational services provided with application \_\_\_\_\_

**SECTION E4: Public Access Opportunities**

Will the site be open to the general public?  No  Yes

List the hours open to the public \_\_\_\_\_

How will the public be reasonably able to access this site? (check all that apply and show on site plan)

- Automobile  Boat  Public Transportation  Motorized Trail  Non-Motorized Trail

Sidewalk/Pathway  Other (describe) \_\_\_\_\_

**SECTION E5: Trails**

*If the proposed project is a trail, answer the following questions:*

Who is the primary intended user? (Check one)

- Hikers/Pedestrians       Road Bicyclists       Equestrians       Mountain Bicyclists
- Cross-Country Skiers       Snowmobilers       Other motorized vehicle users       Other

Who are the secondary users?

- Hikers/Pedestrians       Road Bicyclists       Equestrians       Mountain Bicyclists
- Cross-Country Skiers       Snowmobilers       Other motorized vehicle users       Other

Is the trail connected to another trail(s) or part of a larger trail network?     No     Yes

If yes, what is the name of the network? \_\_\_\_\_

How long is the trail? \_\_\_\_\_ linear feet, including \_\_\_\_\_ ft. bituminous (paved),  
\_\_\_\_\_ ft. boardwalk (if applicable), \_\_\_\_\_ ft. sidewalk \_\_\_\_\_ ft. other hard surface.

What is the width of the trail? \_\_\_\_\_

**SECTION F: Certification**

*I hereby certify that I am an official of the applicant agency and am empowered to make the necessary commitments to apply for this grant. I also certify that I understand all of the commitments and responsibilities listed in the Michigan Natural Resources Trust Fund 2011 Application Guidelines (IC1905).*

Printed/typed name of authorized agent (must be a community official)	Title of authorized agent	Signature	Date
Printed/typed name of authorized agent (must be a community official)	Title of authorized agent	Signature	Date

Complete all information, sign, and mail to:

**GRANTS MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
PO BOX 30425  
LANSING MI 48909-7925**

OVERNIGHT or EXPRESS MAIL to:

**GRANTS MANAGEMENT  
MICHIGAN DEPARTMENT OF NATURAL RESOURCES  
530 W ALLEGAN  
LANSING MI 48933**

**Mailed applications must be postmarked by the US Postal Service no later than 11:59 PM April 1, 2011.**

**DO NOT FAX APPLICATION**