

November 29, 2016

LAND AND WATER CONSERVATION FUND (LWCF)

PARK STEWARDSHIP: A Guide to Permanent Operation and Maintenance



State of California
Natural Resources Agency
Department of Parks and Recreation
Office of Grants and Local Services



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Department Mission

The mission of the California Department of Parks and Recreation is to provide for the health, inspiration, and education of the people of California by helping to preserve the state's extraordinary biological diversity, protecting its most valued natural and cultural resources, and creating opportunities for high-quality outdoor recreation.

The Office of Grants and Local Services (OGALS) Mission Statement

The mission of the Office of Grants and Local Services is to address California's diverse recreational, cultural, and historical resource needs by developing grant programs, administering funds, offering technical assistance, building partnerships, and providing leadership through quality customer service.

OGALS Core Values

- ❖ Proactive in meeting California's park and recreation needs through innovative grant programs and customer service.
- ❖ Committed to providing quality customer service in every interaction and transaction as honest, knowledgeable, and experienced grant administrators.
- ❖ Sensitive to local concerns while mindful of prevailing laws, rules, and regulations.
- ❖ Responsive to the needs of applicants, grantees, nonprofit organizations, local governments, and legislative members, who are our partners working to improve the quality of life for all Californians by creating new parks and recreation opportunities.

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OGALS welcomes you to the Land and Water Conservation Fund (LWCF) Stewardship Guide

The LWCF is a federal grant program administered by the National Park Service (NPS). Once an LWCF project is complete, the land within the approved 6(f)(3) BOUNDARY MAP is placed under federal protection. This protection helps to preserve outdoor recreational use of the site in PERPETUITY.

This guide provides an overview of the requirements for permanent operation and maintenance of LWCF-funded areas.

This Guide summarizes:

Section I: LWCF Park STEWARDSHIP requirements

Section II: Types of changes that require review by OGALS and NPS, if applicable

Section III: The process to propose a change

Please call or email OGALS with any questions or comments. Contact information for OGALS is on the front cover of this guide.

See page 14 for the definitions of words and terms shown in small caps that appear throughout this guide.

Section I: Summary of LWCF Park STEWARDSHIP requirements

1. Land within the 6(f)(3) BOUNDARY MAP must be operated and maintained for public outdoor recreational use in PERPETUITY.

- Changes and/or additions to the park, which are driven by non-park purposes and are contrary to providing for the park's public recreation use, could render the LWCF-funded site out of compliance.

2. Land within the 6(f)(3) BOUNDARY MAP must be *open, accessible, safe, attractive, and inviting* for public use.

Open:

- The facility(s) shall be kept available for public use at reasonable hours and times of the year, according to the type of area or facility.

Accessible:

- a. Buildings, roads, trails, and other structures and improvements are in reasonable repair.
- b. Free from discrimination on the basis of race, color, national origin, religion, gender, sexual orientation, age, medical condition, or marital status.
- c. Free from discrimination against persons with disabilities. Park land and facilities funded with LWCF must be accessible or have at least a portion of the park land and facilities accessible to all users and visitors. For example, one picnic table in a group should be accessible or a portion of a trail should be accessible. Such standards are referenced under the Americans with Disabilities Act of 1990 (Public Law 100-336).
- d. No fee discrimination on the basis of residence. This means no preference will be given for reservations, memberships, or annual permits based on where someone resides except for reasonable differences in admission or other fees. Reasonable difference in admission or fees means:
 - i. Where there is a fee charged, fees charged to nonresidents cannot exceed twice the amount charged to residents.
 - ii. Where there is no fee charged for residents, but a fee is charged to nonresidents, the nonresident fee cannot exceed fees charged for residents at comparable state or local public facilities.
 - iii. The period of availability for reservations or annual permits must be the same for residents and nonresidents.

Safe:

- a. Fire prevention, lifeguard, and similar activities shall be maintained for proper public safety.
- b. Sanitation and sanitary facilities shall be maintained in accordance with applicable health standards.

Attractive and Inviting:

- There must be evidence of routine maintenance to clean bathrooms, remove graffiti, collect trash, and care for landscaping. Sites do not need to be immaculate and show no wear from heavy use. Normal wear patterns from high visitation, sports tournaments, or concerts; fresh graffiti; seasonal dormant patterns of certain grasses, brush, or trees; seasonal flooding; and muddy conditions can be factored.
3. **An LWCF acknowledgment sign must be posted at the park in PERPETUITY. The required language for the LWCF sign and logo is found on the OGALS website at www.parks.ca.gov/grants_lwcf**

Section II: Types of changes to an LWCF park within an approved 6(f)(3) BOUNDARY MAP that require review by OGALS and NPS, if applicable.

Please note that changes outside of the area defined by the 6(f)(3) BOUNDARY MAP are not subject to LWCF STEWARDSHIP requirements.

There are two fundamental considerations applied to a proposed change:

1. Is the proposed change driven by the GRANTEE to support and benefit the public's park and recreation experience? If so, these types of change proposals may be applicable:
 - Public indoor facility*
 - Significant change of use*
 - Change of local sponsor*

*These change proposals are not considered CONVERSIONS and, therefore, replacement property of equal utility and value will not be required. NPS generally supports proposals that improve the public's park and recreation experience. These types of changes are described below.

OR

2. Is the proposed change driven by a **non-park purpose** that conflicts with protecting the integrity of the park experience, public recreation, and outdoor viewshed for the benefit of future generations?

This type of change may be categorized as a CONVERSION. CONVERSIONS require replacement of the land removed from public outdoor recreation with new park land of "equal utility" and "value," subject to NPS approval.

Conversions

CONVERSIONS are generally defined as the removal, taking, closure, or development of land within the 6(f)(3) BOUNDARY MAP for a purpose that conflicts with protecting the integrity of the park experience, public recreation, and outdoor VIEWSHED for the benefit of future generations.

Examples include:

- a. Selling (or the taking) of land for non-park development including the development of a road/highway for non-park purposes. This example includes widening or altering a road for non-park purposes outside an existing easement shown on the 6(f)(3) BOUNDARY MAP that encroaches into the 6(f)(3) boundary.
- b. Commercial billboards, telecommunications equipment/cellphone towers (with rare exceptions in remote large parks where cell service is necessary for public safety), public utility structures, and above-ground power lines, that alter the park experience and the park's VIEWSHED typically require the conversion process, especially if they are a commercial use within the 6(f)(3) BOUNDARY MAP.
- c. Developing a commercial resort, school, library, police or fire station. Operation of commercial business and concessions that have no nexus to the public's outdoor recreation experience.
- d. Developing a community center or other *indoor recreation facility that will consume a majority of a park's acreage*. (For example, a one-acre pocket park where the GRANTEE proposes to convert the majority of the park's outdoor space into an indoor facility.)

The following required change proposals are not considered CONVERSIONS and, therefore, replacement property of equal utility and value will not be required. NPS *generally supports proposals that improve the public's park and recreation experience.*

Public Indoor Facility

This type of proposed involves the development of an indoor facility or support facility, and is not considered a CONVERSION, if the:

- a. primary purpose of the facility is to **compliment and increase** the public outdoor recreation use, visitation, duration of time spent at the park, and
- b. proposed indoor facility does not consume a majority of the park's 6(f)(3) protected acreage and does not significantly affect the VIEWSHED of a scenic natural area.

Significant Change of Use

This type of proposed change is not considered a CONVERSION and may include requests to:

- a. Replace an LWCF-funded facility with a different type of outdoor recreation facility,
- b. Demolish or not replace an unusable LWCF-funded facility, or
- c. Develop a natural and scenic outdoor open space area into a heavily built-out, outdoor recreation facility.

Examples include:

- Changing an LWCF-funded facility from one type to another to meet a community's current public recreation needs. Examples include replacing a tennis court with a basketball court, replacing a gazebo with a playground, or replacing a ball field with a different type of field sport.
- Not replacing an LWCF-funded facility destroyed by fire, natural disaster, or severe vandalism or to demolish or stop maintaining an LWCF-funded recreation facility or that has exceeded its useful life expectancy and reasonable maintenance or repair would be insufficient to restore the facility to a usable state.
- Changing a scenic tree grove or meadow into a highly built-out outdoor sports complex.

Change of Local Sponsor

This type of proposed change requests to transfer the ownership of land and STEWARDSHIP **to another eligible STATE AGENCY or LOCAL AGENCY**, and is not considered a CONVERSION. If the land is transferred or sold to a developer, private entity, or organization **not** eligible to receive LWCF, then the CONVERSION process must be used.

- The entire property or a portion of the property within the 6(f)(3) BOUNDARY MAP can be transferred to another eligible STATE AGENCY or LOCAL AGENCY that agrees to the STEWARDSHIP requirements.

Section III: OGALS and NPS Review Process

Three steps to propose and complete an LWCF stewardship change.

Step 1: The GRANTEE sends OGALS the **preliminary information** listed under step 1 below. This is not the actual proposal, and is designed to give OGALS enough information about the nature of the change so that OGALS can advise the GRANTEE about what proposal documents will be required.

Step 2: OGALS advises the GRANTEE about what type of change proposal is applicable.

Step 3: The GRANTEE sends OGALS the applicable proposal documents listed under step 3 below. OGALS works with the GRANTEE and NPS to finalize the proposal.

Step 1: Preliminary Information for All Proposals

The GRANTEE must send the following preliminary information in the order presented below to their OGALS PROJECT OFFICER:

- Letter signed by the GRANTEE'S AUTHORIZED REPRESENTATIVE that answers the following questions:
 - a. What is the scope of the proposed change, and what is the park's name and address?
 - b. What type of proposal (described in previous section above) does the GRANTEE believe is applicable, and why?
 - c. Why is this proposed change needed? Is this proposed change driven by the GRANTEE and/or public to improve or increase the park's public outdoor recreation use capacity, or drive by non-park reasons that are contrary to the primary purpose of improving the park for the public's recreation experience?
 - d. How will the proposed change affect the public's park experience, public outdoor recreation, and VIEWSHED?
 - e. Describe the public input process, if applicable, including a summary of any local community controversy or opposition (provide reasons for the controversy or opposition and list organizations in opposition to the proposal). If there is controversy or opposition, explain why the proposed change cannot be located somewhere else.
 - f. What are the key milestones and amount of months/years needed to complete the change? Are there time-sensitive issues OGALS and NPS should be aware of?
 - g. Provide any other additional information in the letter.

Explain/depict how the change relates to the 6(f)(3) BOUNDARY MAP of record. Include where the proposed change would take place within the 6(f)(3) BOUNDARY MAP of record and submit a revised draft 6(f)(3).

Other visual aids, such as photos with captions, or documentation that clarify the change and why the change is needed.

- Please review the 6(f)(3) boundary map instructions at www.parks.ca.gov/grants_lwcf.

Step 2: Determine the applicable type of change

OGALS will review the PRELIMINARY INFORMATION to confirm the type of proposed change. OGALS will advise the GRANTEE about what type of change proposal is applicable, and if the “Step 3” documents requiring NPS review are necessary.

Step 3: Proposal submittal and review

The GRANTEE sends OGALS the proposed documents outlined below, based on the applicable type of change. OGALS will forward the documents to NPS.

If the proposal is approved by NPS, OGALS will send documentation to the GRANTEE confirming NPS approval. This may include a grant amendment and/or signed 6(f)(3) BOUNDARY MAP(S) to record the approved change for future reference.

If NPS or OGALS does not approve the proposal, OGALS will send a letter to the GRANTEE with the reason, as well as the next steps.

Conversion Proposal

For a CONVERSION proposal, provide:

Phase 1: Screening

1. Cover letter answering the following questions about the proposed replacement property:
 - a. What is the proposed replacement property’s address?
 - b. How far is it (miles, driving distance, and walking distance) from the original CONVERSION site and why is it an ideal location?
 - Replacement land is not required to be contiguous to the original CONVERSION site. However, distance from the original site and proposed replacement land, and whether it is located to primarily serve the same or a different community, may be considered as a factor.
 - c. Who/what agency is the current land owner, and what is the current use/dedication of the land?
 - The replacement property cannot be currently owned by a public agency as dedicated open space or park land. If the replacement property is owned by a public agency, explain why conditions 1-2 below are met:
 - (1) The replacement land was not originally acquired by the GRANTEE or selling agency for recreation.

- (2) The replacement land has not been previously dedicated or managed for recreational purposes while in public ownership.
- d. *Equal or greater value*: What is the estimated appraised value comparison of the original CONVERSION site and proposed replacement property?
 - e. *Equal utility*: What is the proposed public recreation use of the replacement property, and why will it provide for “equal utility” compared to the public use of the original CONVERSION site?
2. **Revised draft 6(f)(3) BOUNDARY MAP(s)** of the site currently under 6(f)(3) protection, and a draft BOUNDARY MAP of the proposed replacement land.
- a. For the park currently under 6(f)(3) protection, the revised 6(f)(3) BOUNDARY MAP will depict the proposed change after the CONVERSION.
 - b. For the replacement land, the 6(f)(3) BOUNDARY MAP will show the total proposed area that will be placed under 6(f)(3) protection.
 - This may include additional land beyond the proposed replacement land. For example, the proposed replacement land is 10 acres adjacent to an existing park. The existing park is 30 acres and not under 6(f)(3) protection. The GRANTEE may propose to place all 40 acres under 6(f)(3) protection.
 - c. Please review the 6(f)(3) BOUNDARY MAP instructions at www.parks.ca.gov/grants_lwcf.

Phase 2: Federal Requirements

If OGALS and NPS agree that the proposed CONVERSION replacement property and public outdoor recreation use appear to have potential for approval, these federal requirements will become applicable:

1. **Appraisal** evaluating if the replacement land is of equal or greater value. Federal UNIFORM APPRAISALS STANDARDS FOR FEDERAL LAND ACQUISITIONS (UASFLA), also known as the “Yellow Book” standards, must be used for the appraisal. In addition, provide a brief letter from a third party independent appraiser certifying that UASFLA standards have been met in the original appraisal. Both documents should be completed within six months of submittal to OGALS for NPS review.
2. **NATIONAL HISTORIC PRESERVATION ACT OF 1966** – Section 106 process compliance approval for both the land to be converted and for the acquisition and development of the replacement land. Please see the current Section 106 instructions at www.parks.ca.gov/grants_lwcf.
3. **CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**: Please review the LWCF Application Guide for CEQA document requirements at www.parks.ca.gov/grants_lwcf.

4. Completed Proposal Description/Environmental Screening Form (PD/ESF):

The PD/ESF provides a complete description of the proposed CONVERSION. A link to the federal form is available at www.parks.ca.gov/grants_lwcf. Complete the following sections of the form:

- a. Step 1 with “6(f) CONVERSION proposal” box marked.
- b. Step 2D, numbers 7 through 10, because the amendment requires these questions to be answered.
- c. Step 3B.
- d. Steps 5 through 7. If the proposal is not eligible for a federal Categorical Exclusion number in Step 7, an Environmental Assessment (EA) must be done and made available for public comment per NEPA. At a minimum to complete NEPA, most proposals for a CONVERSION require the Environmental Assessment (EA) with a Finding of No Significant Impact (FONSI). Every federal agency, including NPS, requires a specific format and chapter headings to complete the EA. The EA format and chapter headings are fully described in Chapter 4 of the NPS MANUAL on pages 4-6 through 4-9.
 - Section 7 – State Appraisal Waiver Valuation Review must be completed for CONVERSION property and proposed replacement property (include two separate pages).

If approved, OGALS will send documentation to the GRANTEE confirming NPS approval of the CONVERSION proposal. The GRANTEE must develop the replacement land as proposed and it must be open and accessible to the public within three years from approval of the proposal.

If NPS does not approve the CONVERSION proposal or the replacement land, then the GRANTEE cannot move forward with converting the land until a subsequent CONVERSION proposal is approved by NPS. OGALS will send a letter to the GRANTEE with the reason NPS did not approve the proposal, as well as the next steps.

The CONVERSION process is not complete until OGALS receives photographs from the GRANTEE or conducts a site inspection to ensure that the replacement land is open and accessible to the public for outdoor recreation.

A grant amendment and signed 6(f)(3) BOUNDARY MAP(S) will record the approved CONVERSION and replacement land for future reference.

Public Facility Proposal

For a PUBLIC INDOOR FACILITY PROPOSAL, provide:

1. **Revised 6(f)(3) BOUNDARY MAP** depicting the “footprint” (square foot) of the proposed indoor facility or support facility.
 - Please review the 6(f)(3) BOUNDARY MAP instructions at www.parks.ca.gov/grants_lwcf
2. **CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**: Please review the LWCF Application Guide for CEQA document requirements at www.parks.ca.gov/grants_lwcf.
3. **NATIONAL HISTORIC PRESERVATION ACT OF 1966 (SECTION 106)** compliance. Please see the current Section 106 Instructions at www.parks.ca.gov/grants_lwcf.
4. **Proposal Description/Environmental Screening Form (PD/ESF)**. A link to the federal form is available at www.parks.ca.gov/grants_lwcf. Complete these sections of the form:
 - Step 1 with “Public Use Facility” box marked.
 - Step 2D, numbers 7 through 10, because the amendment requires these questions to be answered.
 - Step 3C.
 - Steps 5 through 7. If the proposal is not eligible for a Categorical Exclusion in Step 7, an Environmental Assessment (EA) must be done and made available for public comment per the NEPA. Every federal agency, including NPS, requires a specific format and chapter headings to complete the EA. The EA format and chapter headings are fully described in Chapter 4 of the NPS MANUAL on pages 4-6 through 4-9.

Significant Change of Use Proposal

For a SIGNIFICANT CHANGE OF USE PROPOSAL, provide:

1. **Revised 6(f)(3) BOUNDARY MAP**: Only required if the change needs to be added to the 6(f)(3) BOUNDARY MAP.
 - Please review the 6(f)(3) BOUNDARY MAP instructions at www.parks.ca.gov/grants_lwcf.

2. **CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA):** Only required if the change involves new construction that requires CEQA. Please review the LWCF Application Guide for CEQA document requirements at www.parks.ca.gov/grants_lwcf.
3. **NATIONAL HISTORIC PRESERVATION ACT OF 1966 (SECTION 106)** compliance. Only required if the change involves new ground disturbance. Please see the current Section 106 Instructions at www.parks.ca.gov/grants_lwcf.
4. **Proposal Description/Environmental Screening Form (PD/ESF).** A link to the federal form is available at www.parks.ca.gov/grants_lwcf. Complete these sections of the form:
 - a. Step 1 with “Significant Change of Use” box marked.
 - b. Step 2D, numbers 7 through 10, because the amendment requires these questions to be answered.
 - c. Step 4B.
 - d. Steps 5 through 7. If the proposal is not eligible for a Categorical Exclusion in Step 7, an Environmental Assessment (EA) must be done and made available for public comment per the NEPA. Every federal agency, including NPS, requires a specific format and chapter headings to complete the EA. The EA format and chapter headings are fully described in Chapter 4 of the NPS MANUAL on pages 4-6 through 4-9.

Change of Local Sponsor Proposal

For a CHANGE OF LOCAL SPONSOR PROPOSAL, provide:

A new 6(f)(3) BOUNDARY MAP signed by an AUTHORIZED REPRESENTATIVE that depicts the change previously described in the PRELIMINARY INFORMATION letter.

Please review the 6(f)(3) BOUNDARY MAP instructions at www.parks.ca.gov/grants_lwcf.

Section IV. DEFINITIONS

6(F)(3) BOUNDARY MAP – A tool used as communication between grantors and GRANTEES that shows:

- The agreed boundaries of the protected site at the time of project approval pursuant to Section 6(f)(3) of the LWCF ACT and Title 36, Part 59, in the U.S. Code of Federal Regulations
- Location, size indicators, and a picture of key facilities and landmarks to help later project inspectors better identify and evaluate the site and compliance with STEWARDSHIP requirements.

ALTERNATE STATE LIAISON OFFICER (ASLO) – The person(s) designated by NPS to sign LWCF federal forms, including step 7 of the PROPOSAL DESCRIPTION ENVIRONMENTAL SCREENING FORM (PD-ESF). The ASLOs are the California Department of Parks and Recreation’s Deputy Director of External Affairs, the Chief of OGALS, and the Manager of OGALS. See also STATE LIAISON OFFICER (SLO).

APPLICATION GUIDE – The OGALS procedural guide that explains the requirements to propose an LWCF grant project. The current APPLICATION GUIDE link can be found at www.parks.ca.gov/grants_lwcf under the “Annual Grant Programs” link.

AUTHORIZED REPRESENTATIVE – The position designated by the GRANTEE’S governing body to sign all LWCF documents and letters sent to OGALS regarding LWCF. The authorized representative may designate alternate(s) by their position by sending written notification to the PROJECT OFFICER.

CONVERSION – The removal, taking, or development of land within the 6(f)(3) BOUNDARY MAP for a purpose that is contrary to protecting the integrity of the park experience, public recreation, and VIEWSHED for the benefit of future generations.

- This requires the highest remedy, which is the replacement of the land with new park land of equal utility and value, subject to approval by NPS. The process to resolve a CONVERSION can be lengthy.

DEPARTMENT OF THE INTERIOR (DOI) – The Federal agency which has oversight over the National Park Service (NPS).

GRANTEE – An entity that has a signed LWCF grant contract agreement with OGALS

INTERGOVERNMENTAL REVIEW PROCESS (EXECUTIVE ORDER 12371) – This is the State Clearinghouse 30-day public review process in California. It is required to complete NEPA for LWCF applications and proposals that require Step 5 of the PROPOSAL DESCRIPTION/ENVIRONMENTAL SCREENING FORM (PD/ESF).

LAND AND WATER CONSERVATION FUND (LWCF) – Federal grant program established by the LWCF ACT in existence since 1964. As with any grant program, there are specific

requirements for eligibility to receive LWCF funds and what a GRANTEE must do to remain in compliance with POST-COMPLETION PARK STEWARDSHIP STANDARDS.

LOCAL AGENCIES –

- Counties, cities, recreation and park districts, and special districts with authority to acquire, operate, and maintain public park and recreation areas.
- Federally recognized Native American tribes.
- Joint Power Authorities (JPA) where all members are public agencies and that can include a state agency, if at least one member is a local (non-State) public agency or district formed for the purpose of providing public park and recreation areas.

LOCAL SPONSOR – Term used by NPS in their federal forms and manual which means the GRANTEE.

LWCF ACT – Congress established the LWCF in 1964. The LWCF (Public Law 88-578) was enacted into law in 1965. It includes Section 6(f)(3) which defines the PERPETUITY of the parkland to be used for outdoor public recreation for in PERPETUITY. The parkland under obligation of Section 6(f)(3) is described by the 6(f)(3) BOUNDARY MAP and all the LWCF application documents.

MANUAL – NPS guidelines called the Federal Financial Assistance Manual, Volume 69, Effective Date: October 1, 2008, which are used to govern LWCF. Chapter 8 of the MANUAL governs the maintenance of property within the approved 6(f)(3) BOUNDARY MAP and, therefore, is the basis of this guide. The MANUAL can be found on the NPS website at www.nps.gov/ncrc/programs/lwcf/manual/lwcf.pdf.

NATIONAL ENVIRONMENTAL POLICY ACT (NEPA) – Required for LWCF; completing Steps 5 through 7 of the PROPOSAL DESCRIPTION/ENVIRONMENTAL SCREENING FORM (PD/ESF) gives the NEPA pathway for the proposal. The NEPA pathway will lead to one of the following: A federal Categorical Exclusion Number from the list at the end of the PD/ESF, Environmental Assessment or Environmental Impact Statement.

PERMANENT OPERATION CHANGE – When a change causes one of the following requirements to operate and maintain 6(f)(3) protected lands for the public's outdoor recreational use in PERPETUITY to no longer be true:

- The 6(f)(3) protected lands must be open, accessible, and safe for public use.
- It must be attractive and inviting.
- Park operation partnerships between GRANTEES and other parties are permissible if all STEWARDSHIP requirements will continue to be met.
- See Post-Completion Park STEWARDSHIP Guide Section Three – STEWARDSHIP CHANGE proposal and process for more information.

NPS – The National Park Service, the Federal agency that administers LWCF under the DEPARTMENT OF THE INTERIOR (DOI).

OGALS – California Department of Parks and Recreation, Office of Grants and Local Services. OGALS is the state administrator of the LWCF since 1965, and is required to monitor all statewide LWCF - funded land shown on 6(f)(3) BOUNDARY MAPS to ensure STEWARDSHIP.

PROJECT OFFICER – The day-to-day staff person assigned to the GRANTEE’S geographical area, usually by county. See OGALS website at www.parks.ca.gov/grants for the current list of PROJECT OFFICERS and their assigned areas.

PERPETUITY – STEWARDSHIP must be provided by the GRANTEE forever, as required by the NPS and the LWCF grant agreement; thus, there is no end date for the requirement.

PRELIMINARY INFORMATION – The proposed course of action, and reasons for the action, explained by the GRANTEE in writing to the PROJECT OFFICER for a STEWARDSHIP CHANGE within the 6(f)(3) BOUNDARY MAP.

PUBLIC FACILITY PROPOSAL – A request to add a new public indoor facility or a new indoor or outdoor support facility with the primary purpose of complementing and increasing the public’s outdoor recreation use, visitation, and duration of time spent at the park, and does not consume a majority of the park’s acreage.

- Public indoor recreation facility examples include recreation community centers, gymnasiums, indoor aquatic centers, and interpretive centers.
- Park use support facilities can be indoor and outdoor and include parking areas for park visitors, sanitation systems, restroom buildings, simple (non-luxury) cabins, trail hostels, warming huts, shelters, visitor information centers, kiosks, bath houses, permanent spectator seating, walkways, pavilions, snack-bar stands, and equipment rental spaces.

SIGNIFICANT CHANGE OF USE PROPOSAL – A request to: a) replace a LWCF-funded facility with a different type of facility, b) demolish or not replace an unusable LWCF grant-funded facility, or c) develop a *natural*, outdoor, open-space area into a *heavily built-out* outdoor recreation facility.

Examples include:

- Changing a facility from one type to another to meet a community’s current public recreation needs. Examples include replacing a tennis court with a basketball court, replacing a gazebo with a playground, and replacing a ball field with a different type of field sport.
- Not replacing a facility destroyed by fire, natural disaster, or severe vandalism, or to demolish or stop maintaining a recreation facility or area that has exceeded its useful life expectancy and reasonable maintenance or repair would be insufficient to restore the facility to a useable state.
- Changing a scenic tree grove or meadow into a highly built-out outdoor sports complex.

Use the PUBLIC INDOOR FACILITY PROPOSAL to add a public indoor recreational facility or a support facility.

STATE AGENCY – Eligible STATE AGENCY applicants are designated by Public Resources Code (PRC) 5099.12, and include the Department of Parks and Recreation and its Boating and Waterways Division, Wildlife Conservation Board, Department of Fish and Wildlife, Department of Water Resources, and California Coastal Conservancy.

STATE LIAISON OFFICER (SLO) – The person designated by NPS to make decisions for LWCF for the State. The SLO in California is the Director of California Department of Parks and Recreation. The SLO typically delegates the signing of LWCF Federal forms, including Step 7 of the PROPOSAL DESCRIPTION/ENVIRONMENTAL SCREENING FORM (PD/ESF), to the ALTERNATE STATE LIAISON OFFICER (ASLO).

STEWARDSHIP – Permanent operation and maintenance of LWCF assisted property within the approved 6(f)(3) BOUNDARY MAP established by NPS based on the LWCF ACT described in Chapter 8 of the MANUAL.

SUPPORT FACILITY – A restroom, parking lot, or maintenance storage area.

TEMPORARY STEWARDSHIP CHANGE – An up-to-six-month change to the public use or physical condition of the park for construction staging, closure for seasonal maintenance or work on underground utility easements that require PRELIMINARY INFORMATION to OGALS. If approved by OGALS or NPS, the land must be returned to the same public outdoor recreational use after the temporary period. Non-conforming use that is not reported may be a CONVERSION.

UNIFORM APPRAISAL STANDARDS FOR FEDERAL LAND ACQUISITIONS (UASFLA) – Appraisal standards also known as the “Yellow Book” standards required for Federal land acquisitions. Compliance with UASFLA differs from, yet is generally compatible with, the Uniform Standards of Professional Appraisal Practice (USPAP). However, USPAP compliance alone will not result in UASFLA compliance because UASFLA has higher standards than USPAP. For a complete discussion of the specific UASFLA policies and guidance for LWCF appraisals, see chapters 4-20 through 4-24 in the LWCF State Assistance Program Manual.

VIEWSHED – A particular scenic outdoor natural area deemed worthy of preservation against development.

As of 2016, in California:

1621 projects received LWCF funding assistance.

LWCF grants totaled approximately \$309,093,635.

LWCF protects approximately 2,000 Californian parks in PERPETUITY.

LWCF plays a major stewardship role ensuring the public outdoor recreation use of these lands now and for future generations.

Examples of LWCF parks under 6(f)(3) protection:

