Introduction

The park and recreation field is surprisingly complex. Its professionals are simultaneously involved in a myriad of activities ranging from landscape design to civil engineering, resource management, interpretation, public administration, program development, promotions, and finance. There is a wide range of legal, administrative and regulatory aspects, which define and link these subject areas.

A basic and common understanding of the terms used in this wide range of subjects is important to the thousands of park and recreation professionals that currently work in California, whether at the city, district, county, state or federal level. It is also important to those who wish to support parks and recreation through non-profit organizations, advocacy groups, as volunteers or as private individuals.

This publication is one in a series of informational and technical assistance publications produced by California State Parks. These documents – published under the common title of Concepts: Practical Tools for Parks and Recreation – are part of the continuing program associated with the California Outdoor Recreation Planning program. The inside of the back cover provides information on recently published documents that may be helpful to park and recreation professionals.

A quick word of caution; if a law, section of a public resource code or other statutory document is referenced, it is strongly recommend that the reader use the full legal definition and language and not rely on the abbreviated version in this document. Also, some definitions differ by programs in various Bond Acts and the definitions provided in this document have been abbreviated. It is strongly recommend that the reader refer to the grant program's specific procedural guide for each program.

ABBREVIATIONS & ACRONYMS

404 Permits	Permits required by federal agencies for any activity impacting navigable waters, such as development of recreational boating facilities or conversion of wetlands.
501(c)(3)	Charitable organizations/foundations – Federally registered (IRS)
AALR	American Association for Leisure and Recreation
AAPRA	American Academy for Park and Recreation Administration
AARP	American Association of Retired Persons
AASLH	American Association for State and local History
AB	Assembly Bill
AC	Archaeological Conservancy
ACHP	Advisory Council on Historic Preservation
ADA	Americans with Disabilities Act
AF	Acre Foot
AFRS	Armed Forces Recreation Society
AHR	Americans for our Heritage and Recreation
AIRFA	American Indian Religious Freedom Act
ALC	American Land Conservancy
AMA	American Motorcyclists Association
APA	American Planning Association
APE	Area of Potential Effect (Section 106, NHPA)
APN	Assessor's Parcel Number
APRS	American Park and Recreation Society
APWA	American Public Works Association
ARMR	Archaeological Resource Protection Act
ASLA	American Society of Landscape Architects
ASR	Archaeological Survey Report
ATB	All Terrain Bike
ATRA	American Therapeutic Recreation Association
ATV	All Terrain Vehicle(s)
AV	Assessed Valuation
BIA	Bureau of Indian Affairs
BLM	Bureau of Land Management, U.S. Dept. of the Interior
BMP	Best Management Practice
BOT	Board of Trustees
BRC	Blue Ribbon Coalition
BSC	California Building Standards Commission
CAC	Citizen Advisory Committee
CALBO	California Association of Local Building Officials
CalCOG	California Association of Councils of Government
Cal EPA	California Environmental Protection Agency
CalTRANS	California Department of Transportation
CAP	Council of Affiliated Presidents
CAPRA	Commission Accreditation and Recreation Agencies
CAPRCBM	California Association of Park and Recreation Commissioners and Board Members
CAPRI	California Association for Park and Recreation Insurance
CARA	Conservation Reinvestment Act (proposed successor to the Land & Water Conservation Fund)
CARA Lite	Abridged version of the Conservation Reinvestment Act
CARB	California Air Resources Board
CARPD	California Association of Recreation and Park Districts

ABBREVIATIONS & ACRONYMS (continued)

CARPOSA	California Association of Regional Parks and Open Space Administrators
CASSP	California Archaeological Site Steward Program
CBM	Citizen Board Member
CBO	Community Based Organization
CBRPC	California Board of Recreation and Park Certification
CC	Civil Code
CCC	California Conservation Corps *or* California Coastal Commission *or* Civilian Conservation Corps
CCHS	Conference of California Historical Societies
CCMP	California Coastal Management Program
CCPH	California Council for the Promotion of History
CCR	California Code of Regulations
CCSO	Cultural and Community Studies Office
CDBG	Community Development Block Grant
CDF	California Department of Forestry and Fire Protection
CED	Council of Executive Directors
CEQA	California Environmental Quality Act
CFD	Community Facilities District
CFRs	Code of Federal Regulations
CFS	Cubic Feet Per Second
CHP	California Highway Patrol
CHRIGE	California Historical Resources Information GIS Environment
CHRIS	California Historical Resources Information System
CHS	California Historical Society
CIP	Capital Improvement Program
CLCA	California Land Conservation Act (a.k.a The Williamson Act)
CLG	Certified Local Government
CLORV	California League of Off-Road Voters
CLR	Cultural/Historic Landscape Report
COA	Certificate of Appropriateness
COBRA	Consolidated Omnibus Budget Reconciliation Act
COE	(U.S. Army) Corps of Engineers
COG	Council of Governments
COLA	Cost of Living Adjustment
CORP	California Outdoor Recreation Plan
CORVA	California Off-Road Vehicle Association
CPEP	Center for Preservation Education and Planning
CPF	California Preservation Foundation
CPI	Consumer Price Index
CPRP	Certified Park and Recreation Professional
CPRS	California Park and Recreation Society
CRHR	California Register of Historical Resources
CRM	Cultural Resources Management
CRMP	Coordinated Resource Management Plan
CRTS	Commercial Recreation and Tourism Society
CSAC	California State Association of Counties
CSD	Community Services District
CSDA	California Special Districts Association
CSHBSB	California State Historical Building Safety Board
CSP	California State Parks
CSPRA	California State Park Rangers Association

ABBREVIATIONS & ACRONYMS (continued)

CTC	County Transportation Commission
CUP	Conditional Use Permit
CVC	California Vehicle Code
CVPIA	Central Valley Project Improvement Act
CWHR	California Wildlife Habitat Relationships
DBW	Department of Boating and Waterways
DEA	Division of Environmental Analysis
DEBC	District Environmental Branch Chief
DEIR	Draft Environmental Impact Report
DFG	California Department of Fish and Game
DNAC	District Native American Coordinator
DOC	California Department of Conservation
DOE	Determination of Eligibility
DOT	(U.S.) Department of Transportation
DPR	California Department of Parks and Recreation
DRP	Data Recovery Plan
DSHPO	Deputy State Historic Preservation Officer
EA	Environmental Assessment
EBC	Environmental Branch Chief
EBCC	East Bay Conservation Corps
EC	Education Code
EDF	Environmental Defense Fund
EEM	Environmental Enhancement and Mitigation
EEMP	Environmental Enhancement and Mitigation Program
EIA	Environmental Impact Assessment
EIR	Environmental Impact Report
EIS	Environmental Impact Statement
ELP	Environmental Living Programs
EMS	Ethnic Minority Society
EO	Executive Order
EOC (OES)	Emergency Operations Centers
EPA	U.S. Environmental Protection Agency
ERAF	Education Revenue Augmentation Fund
ERS	European Recreation Society
ESA	Endangered Species Act or Environmentally Sensitive Area
ESHA	Environmentally Sensitive Habitat Area
ESP	Environmental Studies Programs
FAR	Floor Area Ratio
FEMA	Federal Emergency Management Agency
FERC	Federal Energy Regulatory Commission
FHWA	Federal Highway Administration
FONSI	Finding of No Significant Impact
FPO	Federal Preservation Officer
FTE	Full Time Equivalent
FUDS	Formerly Used Defense Site
FWS	Fish and Wildlife Service
GC	Government Code
GIS	Geographical Information System
Gov. Code (§)	Government Code Section
GP	General Plan
HABS	Historic American Building Survey (NPS program)

ABBREVIATIONS & ACRONYMS (continued)

HAER	Historic American Engineering Recordation (NPS program)
HCD	Housing and Community Development (State)
HCF	Habitat Conservation Fund
HCLP	Habitat Conservation Land-Use Planning
HCP	Habitat Conservation Plan
HMO	Health Maintenance Organization
HP	Historic Preservation
HPF	Historic Preservation Fund
HPSR	Historic Property Survey Report
HRCR	Historical Resources Compliance Report
HRER	Historical Resources Evaluation Report
HUD	(U.S. Department of) Housing and Urban Development
HWRF	Harbors and Watercraft Revolving Fund
IC	Information Center
ID	Irrigation District
IFD	Infrastructure Financing District
IHS	Institute for Historical Study
IMBA	International Mountain Bike Association
ISTEA	Intermodal Surface Transportation Efficiency Act (1991)
JPA	Joint Powers Agreement
LAFCO	Local Agency Formation Commission
LA's	Landscape Architects
LAS	Leisure and Aging Section
LCP	Local Coastal Program
L & L	Lighting and Landscaping Assessment District (L&LAD *or* LLD)
LESA	Land Evaluation and Site Assessment
LOS	Level of Service
LUP	Land Use Plan
LWCF	Land and Water Conservation Fund
MAC	Municipal Advisory Council (or committee)
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
MSL	Minimum Service Level
NAB	National Aquatic Branch
NAC	Statewide Native American Coordinator
NAGPRA	Native American Graves Protection and Repatriation Act
NAHC	Native American Heritage Commission
NAI	National Association for Interpretation
NARRP	National Association of Recreation Resource Planners
NASPD	National Association of State Park Directors
NCA	National Center on Accessibility
NCB	National Certification Board
NCCP	Natural Communities Conservation Program
NCPTT	National Center for Preservation Technology and Training
NCSHPO	National Conference of State Historic Preservation Officers
NCTRC	National Council for Therapeutic Recreation Certification
Neg Dec	Negative Declaration
NEPA	National Environmental Policy Act
NHL	National Historic Landmark
NHPA	National Historic Preservation Act
NHPF	National Historic Preservation Fund

ABBREVIATIONS & ACRONYMS (continued)

NIAC	National Issues Action Committee
NIMBY	**"**Not in my back yard"
NMFS	National Marine Fisheries Service
NOA	Notice of Availability
NOD	Notice of Determination
NOFA	Notice of Funding Availability
NOHVCC	National Off-Highway Vehicle Conservation Council
NOP	Notice of Preparation
NPCA	National Parks and Conservation Association
NPS	National Park Service
NPSI	National Playground Safety Inspector
NPT	National Park Trust
NRA	National Recreation Area
NRHP	National Register of Historic Places
NRPA	National Recreation and Park Association
NRT	National Recreation Trails
NSPR	National Society of Park Resources
NTHP	National Trust for Historic Preservation
NTRS	National Therapeutic Recreation Society
NTS	National Trails System
OES	Office of Emergency Services
OGALS	Office of Grants and Local Services
OHMVR	Off-Highway Motor Vehicle Recreation (Division—Dept. of Parks and Recreation)
OHP	State Office of Historic Preservation (Dept. of Parks and Recreation)
OHV	Off-Highway Vehicle
OHVTF	Off-Highway Vehicle Trust Fund
OPR	California Office of Planning and Research
OTD	Offer to Dedicate
PA	Public Agency or Preservation Action
PAL	Police Athletic League
PARDEC	Park and Recreation District Employee Compensation
PCL	Planning and Conservation League
PCP	Per Capita Program
PERS	Public Employee's Retirement System
PILT	Payment in Lieu of Taxes
PL	Public Law
PLEA	Park Law Enforcement Association
PLI	Public Lands Institute
PRC	Public Resources Code and Recreation Commission
PRI	Program-Related Investment
PSA	Public Service Announcement *or* Public Streamlining Act
PUD	Planned Unit Development
PWP	Public Works Plan
PY	Personnel Year
QUANGO	Quasi Non-Governmental Organization
RABA	Revenue Aligned Budget Authority
RFP	Request for Proposal
RIF	Reduction-in-Force
RRMP	Recreation Resources Management Plan
RTC	Rails to Trails Conservancy
RTCA	Rivers, Trail(s), and Conservation Assistance Program

ABBREVIATIONS & ACRONYMS (continued)

RTIP	Regional Transportation Improvement Plan
RTP	Recreational Trails Program
RTPA	Regional Transportation Planning Agency
RWQCB	Regional Water Quality Control Board
RZH	Roberti-Z'Berg-Harris (Block Grants)
SAC	Substantial Adverse Change (per CEQA)
SB	Senate Bill *or* Student Branch
SCA	Society for California Archaeology
SCH	State Clearinghouse
SCMAF	Southern California Municipal Athletic Federation
SCORP	Statewide Comprehensive Outdoor Recreation Plan
SHBSB	State Historical Building Safety Board
SHC	Streets and Highway Code
SHL	State Historical Landmarks
SHPO	State Historic Preservation Office/State Historic Preservation Officer
SHRC	State Historical Resources Commission
SLC	California State Lands Commission
SMARA	Surface Mining and Reclamation Act
SOPA	Society of Professional Archaeologists
SPRE	Society of Park and Recreation Educators
SRAC	State and Regional Advisory Council
STE	Statewide Transportation Enhancements
STIP/TIP	State Transportation Improvement Plan/Transportation Improvement Plan
SWCS	Soil and Water Conservation Society
TAC	Technical Advisory Committee
TDR	Transfer of Development Rights
TEA	Transportation Enhancement Activities
TEA-3	Proposed title of the new Transportation Equity Act program (2002)
TEA-21	Transportation Equity Act for the 21st Century
THPO	Tribal Historic Preservation Officer
TR	Therapeutic Recreation
TSM	Transportation System Management
UBC	Uniform Building Code
UDF	Unit Data File
UGB	Urban Growth Boundary
UPARR	Urban Park and Recreation Recovery (Program)
URCC	Urban Centers Museums and Facilities for Wildlife or Environmental Education Grant Program
URMS	Unreinforced Masonry Structures
US/ICOMS	United States/International Council on Monuments and Sites
USC	U.S. Code
USDA	U.S. Department of Agriculture
USFS	U.S. Forest Service
USFWS	U.S. Fish and Wildlife Service
UTAP	Universal Trail Assessment Process
WC	Water Code
WCB	Wildlife Conservation Board
WHPP	Wildlife Habitat Protection Program ('Whip')
WLRA	World Leisure Recreation Association
XP	Extended Phase
YIMBY	"Yes in my back yard"

DEFINITION OF COMMONLY USED TERMS

A

Abiotic – Often referring to the nonliving components of an ecosystem such as water, rocks, and mineral soil.

Abstract – A summary – such as in a grant proposal. The abstract touches on key points and is typically very brief. See **Proposal**.

Access (Egress/Ingress) – The ability to enter a site (ingress) from a roadway or trail and exit a site (egress) onto a roadway or trail by vehicle, horse, bike, walking, etc. See **Direct Nexus** and **Kiosk**.

Accessibility (for people with disabilities) – Under the Americans with Disabilities Act of 1990, state and local governments that construct new buildings and facilities, or make specific alterations to existing buildings, facilities and programs, must make them accessible. Title II requires a public entity to ensure that persons with disabilities are not excluded from services, programs, and activities because existing buildings and facilities are inaccessible. Beyond Federal law, the state has established standards for accessibility in the California Building Code. Title I and Title III would also be applicable. See **Americans with Disabilities Act of 1990**, **Reasonable Accommodation** and **U.S. Access Board (ADA Accessibility Guidelines)**. www.usdoj.gov/crt/ada/adahom1.htm and http://www.access-board.gov/

Accretion – Enlargement of a beach or waterway caused by either natural or artificial means. Natural accretion is the build-up or deposition of sand or sediments by water or wind. Artificial accretion is similar, but caused by human activity, such as the accretion due to construction of a breakwater, or a beach filled by mechanical means.

Accrued Interest – Coupon interest accumulated on a bond or note since the last interest payment, or for a new issue, from the 'dated' date to the date of delivery. Since interest on municipal bonds is payable semi-annually, every six months, when you buy a bond in mid-term you are only entitled to the interest the bond earns after you buy it. The interest earned previously, referred to as the accrued interest, belongs to the seller. Some first-time bond buyers think this payment is a hidden charge or fee, not realizing that they will get it back in full at the next interest payment date as tax-free interest. www.info@californiatax.data.com and www.investopedia.com/terms/a/accruedinterest.asp

Acquisition – Park and recreation acquisition means the purchase or lease of real property (or interests in real-properties) for park or recreation purposes. See **Capital Campaign**, **Capital Improvement Program**, **Capital Outlay**, **In-Holding Properties**, **Mello-Roos**, **Naylor Act**, **Per Capita Grant Program**, and **Public Finance**.

Acre-foot (AF) – 325,851 gallons; the volume of water filling one acre to a depth of one foot. On average, this amount of water could supply one to two households with water for a year at current consumption rates. An acre-foot is equal to 43,560 cubic feet of water. http://www.ocwd.com/_html/water101/water101_02.htm

Acres, **gross** – The entire acreage of a site, used for density calculations.

Acres, **net** – The portion of a site remaining after public or private rights-of-ways or other non-buildable areas are subtracted from the total acreage.

Act – Legislation that has passed both Houses of Congress or the Legislature and is signed by the President or the Governor and becomes law.

Actual Cost – The amount paid for an asset, not its resale value or worth. An item's cost can also include the freight charges and installation cost.

Ad Valorem Taxes – Taxes that are based on the value of property, such as the standard property tax. The only new taxes based on the value of property that are allowed currently are those imposed with a two-thirds voter approval for capital facilities' bonded indebtedness. See **Funding Sources** and **Taxable Value**.

Adaptive Land Use Management – An interactive approach to managing ecosystems, where the methods of achieving the desired objectives are unknown or uncertain; a formalized process for the interactive management of a mitigation project. See **Adaptive Use**, **Ecosystem**, and **Mitigation**.

Adaptive Use – Use of a historic structure for a purpose other than that for which it was originally intended. This may require alterations to a structure's interior while maintaining the original exterior appearance. See **Adaptive Land Use Management**.

Administering State Agency – State agency, department, division, or primary sub-unit that has direct administrative responsibility for the program.

Administrative Costs – Overhead expenses such as salaries, copying, rent, telephone, etc. These are costs that are not directly related to the operation of a program. See **Development Fees**.

Advisory Board of Directors – An advisory board of directors is made up of individuals appointed to advise the elected and/or supervisory board of directors. An advisory board is not bound by the duties imposed upon elected board members but may be bound by open meeting laws. The elected and/or supervisory board is not required to follow the recommendations of the advisory board. See **Board of Directors**, **Brown Act**, **Chair**, **Citizens Advisory Committee**, and **Director**.

Advisory Council on Historic Preservation (ACHP) – An independent federal agency, which advises the President and Congress on historic preservation issues and administers the provisions of Section 106 of the National Historic Preservation Act. See **National Historic Preservation Act of 1966**. www.achp.gov

Advocacy Planning – A view of planning popular in the 1960s that sought to stabilize urban neighborhoods by improving the lives of the poor; community gardens are a modern example.

Agency – Any state, county, city, joint powers of authority, special district or other local or non-governmental entity. www.info@californiatax.data.com

Agency Appropriation – Unique 8-digit number consisting of the respective state agency budget code.

Agriculture Network Information Center – A distributed network that provides access to agriculture-related information, subject-area experts and other resources. Site includes an extensive directory of internet resources for agriculture. http://www.agnic.org

Airfield – A non-commercial area designed for landing light aircraft, usually in a rural area. May provide facilities for skydiving, ultralights, or gliding.

All-Terrain Bike (ATB) Trail – Off-road trail for all-terrain (mountain) bikes. See **Mountain Bikes**.

Allocation – Money designated according to a formula. A distribution of funds, or an expenditure limit established for an agency for one or more projects, arrived at by applying a formula to specific program funds. See **Competitive Programs**, **Density Bonus**, **Formula**, **Share**, and **Zero Based Budgeting**.

Allotment – An amount of funds received by a grant recipient. See **Pro Rata Reduction**, **Share**, and **Unencumbered Balance**.

Allowable Use Intensity – This measure identifies the appropriate types and uses of activities for areas within a park based on resource sensitivities and constraints. Allowable use intensities are generally established during the preparation of general plans. See also **Carrying Capacity**.

Alternative Work Program – A county administrated program, where the sheriff's department places workers with a contractor (for example a Park District or CalTrans) and participants serve on a work crew by providing community service instead of serving jail time. See **Contract (Grants)**.

Alternatives – A collection of actions or action categories assembled to provide reasonable options for solutions to problems; for purposes of CEQA, other feasible projects that meet or substantially meet the stated objectives of the project being reviewed. See **California Environmental Quality Act** and **Categorical Exemption**. http://ceres.ca.gov/ceqa/ and http://www.opr.ca.gov/

Amended or Revised Budget – The current year adopted budget adjusted to reflect all budget amendments approved by the legislative body through the date indicated. See **Budget** and **Proposed Budget**.

Amendment – A change in a bill or document by adding, substituting or omitting a portion of it. See **Clean Bill**.

Amenity Infrastructure – The system of amenity-based resources, including both landscape and structures such as museums, libraries, sports facilities, stadiums, community centers, and performing and visual arts centers, which individually and collectively contribute to a livable community. See **Infrastructure**.

American Academy for Park and Recreation Administration (AAPRA) – An organization of practitioners and scholars committed to the advancement of the park and recreation field. Through the *Journal of Park and Recreation Administration* and other projects, the Academy encourages both practitioners and educators to develop and enhance administration in the parks and recreation field. http://www.rpts.tamu.edu/AAPRA/Index.html/

American Association of Retired Persons (AARP) – AARP is a nonprofit organization addressing the needs and interests of persons 50 years old and older. "Through information and education, advocacy and service, the AARP seeks to enhance the quality of life by promoting independence, dignity, and purpose." www.aarp.org

American Forests – This is the nation's oldest nonprofit citizen conservation organization that provides a variety of programs, grant opportunities, publications and projects that help you become part of the solution for saving the nation's forest. http://www.amfor.org

American Land Conservancy (ALC) – ALC is a non-profit organization that works in close partnership with communities, private landowners, local lands trusts, public land agencies, and elected officials to create effective conservation solutions for threatened land and water resources. Their site offers profiles on all the projects they have been involved with to date, as well as links to related sites. www.alcnet.org

Americans for Our Heritage and Recreation (AHR) – A broad and diverse organization representing conservationists, the recreation and sporting goods industries, park and recreation specialists, wildlife enthusiasts, advocates for urban and wilderness areas, preservationists of cultural and historic sites, land trust advocates, youth sports organizations, and civic groups seeking to revitalize the Land and Water Conservation Fund (LWCF) and the Urban Park and Recreation Recovery (UPARR) program. See **Land and Water Conservation Fund** and **Urban Park**. www.ahrinfo.org

American Indian Religious Freedom Act of 1978 (42 U.S.C. 469 et seq.) – This law guarantees the rights of American Indians to express and practice traditional religions, and directs federal agencies to protect and preserve these rights.

American Planning Association (APA) – APA is a nonprofit public interest and research organization committed to urban, suburban, regional, and rural planning. APA and its professional institute, the American Institute of Certified Planners, advance the art and science of planning to meet the needs of people and society. http://www.planning.org

American Public Works Association (APWA) – Serves members by promoting professional excellence and public awareness through education, advocacy, and the exchange of knowledge. www.pubworks.org/

American Rivers – American Rivers is a national conservation organization dedicated to protecting and restoring America's river systems and to fostering a river stewardship ethic. http://www.amrivers.org

American Therapeutic Recreation Association (ATRA) – A national organization representing the interests and needs of recreational therapists. Recreational therapists are health care providers using recreational therapy interventions for improved functioning of individuals with illness or disabling conditions. See **Recreational Therapists** and **Therapeutic Recreation**. http://www.atra-tr.org/atra.htm

Americans with Disabilities Act of 1990 (ADA) – Ensures equal access to all users of public (and private) facilities and programs. This federal civil rights legislation for persons with disabilities passed in 1990. The ADA covers a wide range of disabilities, from physical

conditions affecting mobility, stamina, sight, hearing, and speech, to conditions such as emotional illness and learning disorders. The ADA also addresses access to the workplace. See **Accessibility** and **Reasonable Accommodation**. www.access-board.gov

Amount and Number of Awards – Minimum, maximum and average dollar amount of awards and the number of awards for a typical award period.

Annexation – The extension of city limits into unincorporated territory of the county, thereby making this new land part of the city, not the county. State law regulates annexations. The Local Agency Formation Commission (LAFCO) is involved with the annexation process at the county level. See **Local Agency Formation Commission**. www.calafco.org/

Annual Campaigns – Any organized effort by a nonprofit to secure gifts on an annual basis, also called annual appeals.

Annual Report – A voluntary report that provides financial data and descriptions of activities. Annual reports vary in format.

Antiquities Act of 1906 – Authorized Presidents to set aside "historic and prehistoric structures, and other objects of historic or scientific interest" in federal custody as national monuments. See **Historic Resources** and **National Monuments**. www.cr.nps.gov/local-law/anti1906.htm

Applicant – An agency or organization requesting funding from a grant program. See **Eligible Applicants**, **Grantee**, **Grant Program**, and **Project Officers**.

Application – Written form outlining the requirements of the grant.

Application Procedures and Deadlines – Steps and procedural requirements to be followed by eligible applicants when applying to a program, including (where applicable) the month, day and year and application must be received by the administering agency. See **Eligible Applicants**.

Appropriation – The legal authorization of funds granted by a legislative body such as the County Board of Supervisors or the City Council to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and to a time period within which it can be expended. See **Appropriation Bill**, **Balanced Budget**, **Budget**, **Encumbrances**, **Expenditure**, **Operating Budget**, and **Proposed Budget**.

Appropriation Bill – A bill before the Legislature authorizing the expenditure of public money and stipulating the amount, manner, and purpose for the expenditure items. See **Appropriation**. http://www.ustreas.gov

Aquarium – Building or structure that contains facilities, primarily for the display of aquatic life for public viewing, often combined with a zoological garden.

Aquatic Resources Trust Fund – See **Federal Aid in Sport Fish Restoration Act**.

Aquifer – Underground water-bearing strata; source of well water.

Arboretum – An area often connected with a botanical garden containing collections for deciduous trees, shrubs, flowering plants, and hedges known to grow in a given locality. It is

designed for scientific, aesthetic and educational purposes. An arboretum complex may also include buildings for interpretative, educational and social purposes.

Archaeological District – An area defined by a significant concentration, linkage, or continuity of archaeological sites.

Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469 et seq.) – This act, also called the Moss-Bennett Act, applies to most federal construction projects. It requires the federal agency to notify the Secretary of the Interior if a project has the potential to cause the loss or destruction of significant historic or archaeological data. FHWA's Section 106 compliance process provides substantially the same protection; consequently Moss-Bennett is not invoked on FHWA projects.

Archaeological Resources Protection Act of 1979 (16 U.S.C. 470aa) – Provides for protection of terrestrial and submerged archaeological resources. Authorizes criminal prosecution for the excavation, removal, or damage of archaeological resources on public or Indian lands without the appropriate permit. Governs the transportation of illegally obtained materials, access to information, and the permitting process. See **Archaeological Site**, **Disturbance of an archaeological Site**, and **Native American Graves Protection and Repatriation Act**. http://exchanges.state.gov/culprop/96-95.html

Archaeological Site – A bounded area containing archaeological deposits or features, defined in part by the character and location of such deposits or features. See the **Archaeological Resources Protection Act of 1979**.

Archery Range – A specifically designated area, indoors or outdoors, that is designed for the safe shooting of arrows.

Area Plan – General or Comprehensive-type plan, though usually more detailed, for a defined portion of a jurisdiction (neighborhood, unincorporated community and surroundings, etc.)

Area of Potential Effects (APE) – The area, or areas, within which an undertaking (or project) may impact historic properties, should any be present. See **Historic Property**.

Arena – A building where a variety of activities may take place, such as skating, horse shows, rodeos or concerts.

Art Gallery – A building that contains suitable facilities for the display and practice of the arts, such as painting and sculpture.

Arterial – A major street carrying the traffic of local and collector streets to and from freeways and other major streets, with controlled intersections and generally providing direct access to properties.

Assessed Valuation (AV) – The total value of property for taxation purposes as determined by state and county assessors. The assessed valuation of a Community Facilities District will influence the total property tax income for a recreation and park agency. Since the passage of Proposition 13 in the late 1970s, the assessed value of property in California is adjusted to the true market value only at the time of new construction or transfer of ownership. For all other properties, the assessed value grows by a maximum of 2% a year, resulting in the assessed value

of many properties being far less than their current market value. See **Community Facilities District**, **Proposition 13 (Jarvis-Gann)**, and **Taxable**. www.info@californiatax.data.com

Assessment District – An area within a public agency's boundaries that received a special benefit from the construction of a public facility. It requires property owners to pay based on the benefit each property receives from the construction of the public infrastructure. Examples are schools, parks, roads, and other public services. The most common types of public improvements financed include roads, sidewalks, sewer facilities, and water facilities. See **Benefit Assessment**, **Bond**, **District**, **Infrastructure**, **Proposition 13**, **Public Finance**, **Public Hearing**, and **Special Assessment Bonds**. www.info@californiatax.data.com

Assessor – The County Assessor oversees local assessors and property taxation in California. The Assessor's job is to annually derive assessed values for all taxable real property in the county according to the California Constitution and the California Revenue and Taxation Codes. See **Taxable Value**. www.info@californiatax.data.com

Assessor's Parcel Map – A map depicting the establishment of parcels. Parcel maps are subject to the California Subdivision Map Act and an agency's subdivision regulations and are allowed for the purpose of sale, leasing or financing. See **Parcel Map**, **Quimby Act**, **Subdivision Map Act**, and **Tentative Map**. www.info@californiatax.data.com

Assessor's Parcel Number (APN) – Identifies each parcel or lot for tax assessment purposes and location within official jurisdiction map books. www.info@californiatax.data.com

Assets – The amount of capital or principal money, stock, bonds, real estate, or other resources controlled by a foundation or corporate giving program. Generally, assets are invested and the resulting income is used to make grants. See **Corporate Giving Program** and **Grants**.

At-Risk-Youth – Persons who have not attained the age of 24 years, and who are at high risk of being affected by criminal activity, adolescent pregnancy, school failure or dropout, juvenile delinquency, gangs, or substance abuse. See **Murray-Hayden Program**.
http://www.lin.ca/resource/html/Vol24/v24n2a5.htm
http://www.guidancechannel.com

Athletic Field – An area designed and equipped for various individual and team sports. It may be combined with other school or park grounds. Typical activities occurring on an athletic field may include soccer, football, lacrosse, cricket, and softball.

Audit – The inspection of the accounting records and procedures of a business or organization in order to verify whether or not they are accurate and complete. A member of the organization whose records are being inspected does an internal audit. An independent audit is done by someone outside the organization.

Auditorium – An area within a building containing a stage and fixed seating for programs such as concerts, drama productions, lectures and public meetings.

Authorization – Legislation that creates and establishes a program as well as establishing a funding ceiling. Authorization precedes appropriation. In many cases, the authorization legislation is multi-year. The full-authorized amount is rarely appropriated. See **Appropriation**.

Authorization Bill – Legislation setting up the general aims and purposes of a program.

Award – Funds provided as the result of winning a grant. See **Grant**.

B

Bagley-Keene Open Meeting Act – Under current State law, the Bagley-Keene Open Meeting Act (commencing with Government Code § 11120) requires that meetings of state bodies be conducted openly, and that public writings pertaining to a matter subject to discussion or consideration at a public meeting be made available for public inspection. Public writings that are distributed to Board Members prior to Board meetings are made available upon request, and are also available for public inspection at the meeting, but are not mailed to all persons who have requested notice of the hearing in writing and all are not currently placed on the Internet. http://caag.state.ca.us/publications/bagleykeene.pdf

Balance – The amount shown in an account, normally the difference between the debits, expenses or expenditures and the credits, income or revenues.

Balance Sheet – A financial statement that gives a snapshot of the property owned by a company and of claims against that property as of a certain date.

Balanced Budget – A budget where expenditures are equal to or less than the amount of revenues in the budget. See **Appropriation**, **Budget**, and **Expenditure**.

Baldwin Hills Conservancy – The Baldwin Hills Conservancy is the primary state agency responsible for acquiring and developing open space in the Baldwin Hills to expand the Kenneth Hahn State Recreation Area, located in the northwestern area of the Los Angeles Basin. The Baldwin Hills Conservancy develops and coordinates an integrated program of resource stewardship to optimize recreational and natural resource values consistent with community needs and the region's long-term recreation and habitat conservation goals. The Conservancy's goal is a two square mile world-class natural park and recreation area for the Los Angeles Basin. See **Conservancies**. www.bhc.ca.gov

Ballot Box Budgeting – When voters have the opportunity to set the budget by voting for propositions that direct tax revenue to specific programs instead of a general fund.

Ballot Box Zoning – Zoning that is adopted by citizen initiative rather than by the legislative body. See **Initiative**, **Referendum**, and **Zoning**.

Bandshell – A structure designed for outdoor concerts and stage presentations, it may include storage space as well as changing rooms, rehearsal rooms and a restroom facility.

Baseline Budget – A baseline budget reflects the anticipated costs of carrying out the current level of service or activities as authorized by the governing body. It may include an adjustment for cost increases, but does not include changes in levels of service beyond those authorized by the governing body. See **Budget**.

Beach Area – A tract of land including the shore of a lake, river, ocean, stream, or artificial pond, developed to provide for swimming, picnic areas, parking spaces, areas for games, a bath house with restrooms and a concession for refreshments.

Beginning Fund Balance – Unencumbered resources available in a fund from the prior/current year after payment of the prior/current year's expenses. Not necessarily cash on hand. See **Encumbrances**, **Ending Fund Balance**, and **Fund**.

Beneficiary – In philanthropic terms, the donee or grantee receiving funds from a foundation or corporate giving program is the beneficiary, although society may benefit as well. See **Corporate Giving Program**, **Donee**, and **Grantee**.

Benefit Assessment – This is an assessment based on a special and/or extra benefit that a parcel receives from the existence of certain services, improvements, or facilities provided by a special district or other designated area. See **Assessment District**, **Public Finance**, **Special Assessment**, and **Special District**. www.info@californiatax.data.com

Benefits-Based Approach – An approach to evaluating the delivery of park and recreation resources, facilities and services that focuses on identifying the economic, environmental, personal and social benefits specifically and directly attributable to the park and recreation opportunities utilized by the public.

Benefits-Based Programming – An outcome-oriented approach that focuses the programmer's efforts on producing identified benefits for participants as a result of their participating in specific recreation programs.

Bicycle Lane – See **Bikeway**, **Class II**.

Bicycle Route/Bike Path – See **Bikeway**, **Class I**.

Bid Process – A process in which several service or contract providers compete for a particular job or contract by submitting bids that include their proposed price for the job or contract. See **Contract (Grants)**.

Bikeway – All facilities that provide bicycle travel routes or primarily support bicycle use. See **Community Trails**, **Connector Trails**, **Greenbelt**, **Multi-Use Trail**, **Municipal Trail**, **Recreational Trails**, **Regional Trails**, and **Trail(s)**.
www.dot.ca.gov/hq/oppd/hdm/pdf/chp1000.pdf

- **Class I Bikeway (Bike Path)** provides a completely separated right of way designated for the exclusive use of bicycles and pedestrians with crossflows by motorists minimized. Note: Mopeds are prohibited from bike paths and trails unless specifically authorized by the agency having jurisdiction over the facility. See **Bicycle Route/Bike Path**.

- **Class II Bikeway (Bike Path)** provides a restricted right-of-way designated for the exclusive or semi-exclusive use of bicycles with through traffic by motor vehicle or pedestrians prohibited, but with vehicle parking and crossflows by pedestrians and motorists permitted. Note: Mopeds are permitted to operate in bike lanes, per California Vehicle Code § 21209. See **Bicycle Lane**.

- **Class III Bikeway (Bike Route)** provides a right-of-way designated by signs or permanent markings and shared with pedestrians or motorists.

- **CLASS IV Bikeway** is a bikeway where particularly rough conditions may exist and where durable bicycles are recommended. The ideal All-Terrain Bike (ATB) Trail is natural or native soils (unpaved) with only a minimum of grading required. Some brush removal may be advisable to offer an unobstructed path. This type of trail should have some short, steep grades to challenge the rider and ideally is limited to only ATB users.

Bill – Legislation introduced in either the House or Senate; or, at the State level, the Assembly or Senate – could be joint or concurrent.

Biocorridor – A route that allows movement of species from one region or place to another; segments of land with appropriate habitat that links one core reserve area to another and provides for normal wildlife movements and migrations necessary for the preservation of animal and plant species that use ecosystems. See **Connectivity**, **Ecosystem**, **Greenbelt**, **Interlocking**, and **Meander Belt**.

Biodiversity – The variety of life forms and their processes at several levels of organization. Biological diversity or 'Biodiversity' means the full range of variety and variability within and among living organisms and the ecological complexes in which they occur, and encompasses ecosystem or community diversity, species diversity, and genetic diversity." See **Ecosystem**. http://www.biodiversityscience.org/xp/CABS/home

Biological Integrity – The ability to support and maintain a balanced, integrated adaptive assemblage of organisms having species composition, diversity, and functional organization comparable to that of natural habitat of the region. As a result of evolution, each organism is adapted to the environmental conditions in its native biogeographic region. An environment that supports an assemblage of organisms similar to that produced by long-term evolutionary processes. Changes of the environmental condition resulting from human activities cause a decline in biological integrity and can make the environment uninhabitable for appropriate organisms. www.cbr.washington.edu/salmonweb/

Biotic – Living components of an ecosystem; all animals and plant life, including fungal and microorganisms.

Blight – A condition of deterioration of a site, structure, or area that may cause nearby buildings and/or areas to decline in attractiveness and/or utility or economic value, as in "urban blight."

Board of Directors – A group of people charged with the responsibility to govern an organization. In a nonprofit corporation, the board reports to stakeholders, particularly the local community members that the nonprofit serves. As a legislative body, the board may be appointed or elected and may act in an advisory capacity. In a for-profit corporation, the board of directors is responsible to the stockholders. See **Advisory Board of Directors**, **California Association of Councils of Governments**, **Chair**, **Citizen Advisory Committee**, and **Director**.

Board of Supervisors – A county's legislative body. Board members are elected by popular vote and are responsible for enacting ordinances, imposing taxes, allocating funding appropriations and enforcing county policy. The board adopts the general plan, zoning, and subdivision regulations. See **Chair**.

Boat Launching Ramp – A hard, non-skid surfaced slope enabling motor vehicles to back boat trailers into water deep enough to launch a boat.

Bond – Written evidence of the issuer's obligation to repay a specified principal amount on a certain date (maturity date), together with interest at a stated rate, or according to a formula for determining that rate. Bonds are financial instruments of debt. An issuer borrows money from an investor and agrees, by written contract, to repay the amount borrowed plus an agreed upon rate of interest at a specified date (maturity date). The amount borrowed or the amount of the bond is called the principal. See **Assessment District**, **Contract (Grants)**, **Debt Financing**, **Debt Service**, and **Formula**.

Botanical Garden – A large area of land developed to combine some of the functions of a university, museum, and an experimental gardening or growing area. Its plant collections and natural features are used for experimental research, educational display, and passive recreation. Typically botanical gardens include interpretive signage, kiosks, educational and social building centers, restrooms, and support spaces (offices and storage).

Bowling Alley – A building containing a minimum of six lanes with gutters, pinsetters and returns for five-and-ten pin bowling, usually operated commercially.

Bowling Green – A level lawn of bent grass, divided into rinks surrounded by a gutter and embankments.

Bricks and Mortar – An informal term describing grants for buildings or construction projects.

Brown Act – The Ralph M. Brown Act requires cities, counties and districts to provide advance public notice of hearings and meetings of their councils, boards, and other bodies. Meetings and hearings with some exceptions (legal, personnel, etc.) must be open to the public. (Government Code § 54950 et seq.) See **Advisory Board of Directors**, **Citizen Advisory Committee**, **Closed Hearing**, and **Public Hearing**. www.vanguardnews.com/brownact.htm

Brownfields – Previously developed lands, contaminated and now vacated, sites that could be restored for new uses, e.g., abandoned rail yards and former pumping operations. See **Hazardous Material** and **Level-One Environmental Assessment**. www.brownfields.com

Budget – An annual financial plan consisting of proposed expenditures and the proposed means for financing them. See **Amended or Revised Budget**, **Appropriation**, **Balanced Budget**, **Baseline Budget**, **Capital Outlay Budget**, **Continuation Budget**, **Expenditure**, **Fiscal Year**, **Labor/Supply Offset**, **Line Item**, **Operating Budget**, **Projected Expense**, **Proposed Budget**, **Reserves and Refunds**, **State General Fund**, **Transfers**, and **Zero-Base Budgeting**.

Buffer – An area or strip of land separating two distinct and/or incompatible land uses or zones, which acts to soften or mitigate the effects of one land use on another. It should function as a barrier for both vision and sound. See **Open Space**, **Parkway**, and **Setback**.

Building Permit – Secured by presenting a plan sketch or drawing to the municipal building department, accompanied by a fee. Following assurance of compliance a certificate will be issued in the name of the owner or will be presented to the contractors for display throughout the construction phase. See **Contract (Grants)**.

Building / Renovation – Grants for constructing, renovating, remodeling, or rehabilitating property. Includes general or unspecified capital support awards.

Bureau of Land Management – The Bureau of Land Management (BLM), an agency within the U.S. Department of the Interior, administers 262 million acres of public lands, located primarily in 12 western states. The BLM sustains the health, diversity, and productivity of the public lands for the use and enjoyment of present and future generations. See **National Trails** and **Recreation**. http://www.blm.gov

Bureau of Reclamation – The Bureau of Reclamation (BOR) was established in 1902 to develop water resources in 17 western states to facilitate agricultural development and settlement. The agency has moved more recently towards a multipurpose approach in the management of its land and water resources. In addition to agricultural, municipal and industrial water supplies, Reclamation today addresses endangered species, instream flows, fisheries management, wetlands preservation, fish and wildlife habitat conservation and enhancement, recovery of salmon populations, cultural resources preservation, water quality, recreation and other environmental related concerns. http://www.usbr.gov

C

California Archaeological Site Steward Program (CASSP) – A network of volunteers committed to protecting California's rich cultural heritage. The program, which is sponsored by the Society for California Archaeology and receives funding from the BLM and State Parks, recruits professional archaeologists and trained volunteers as stewards to monitor archaeological sites throughout the state. Stewards promote site protection through monitoring, education, research, and public awareness. Program goals include protecting and preserving in perpetuity prehistoric and historic archaeological resources for the purposes of conservation, scientific study, interpretation, and public enjoyment; increasing public knowledge and awareness of the significance and value of cultural resources; supporting the understanding of national, state, and local preservation laws; supporting the recordation and providing on-going physical records of the sites to assist with permanent site management. http://www.cassp.org/

California Association of Councils of Governments (CALCOG) – The California Association of Councils of Governments was established in 1977, and represents 30 California regional government planning agencies. The California Association of Councils of Governments represents California's Regional Councils of city council members and county supervisors. In many areas there are also board members representing the state and other local and regional agencies. See **Board of Directors**, **Council of Governments**, and **Director**. www.calcog.org

California Association of Recreation and Park Districts (CARPD) – An organization representing special recreation and park districts throughout California. See **Special District**. www.carpd.org

California Association of Regional Parks and Open Space Administrators (CARPOSA) – Association of professional staff members from a variety of local and regional park and open space management agencies. The association works with counties and state and federal agencies

to promote effective and meaningful programs and legislation and to promote funding of open space, park and recreation programs.

California Board of Recreation and Park Certification (CBRPC) – Non-profit organization that develops and maintains a program of voluntary registration and certification that will assure high standards for professional preparation and conduct of recreation and park personnel in order to protect the health and welfare of consumers of recreation and park services in California. www.cprs.org/cbrpc/

California Building Standards Law – Established in 1953, by the California Building Standards Law, the California Building Standards Commission (BSC) is an independent commission within the State and Consumer Services Agency. Commission members are appointed by the Governor and confirmed by the State Senate. The BSC's mission is to produce sensible and usable state building standards and administrative regulations that implement or enforce those standards. http://www.bsc.ca.gov/abt_bsc.html#mission

California Coastal Act – The California Coastal Act (California Public Resources Code § 30000 et seq.) was enacted by the State Legislature in 1976 to provide long-term protection of California's 1,100-mile coastline for the benefit of current and future generations. The California Coastal Act created a unique partnership between the State (acting through the California Coastal Commission) and local government (15 coastal counties and 58 cities) to manage the conservation and development of coastal resources through a comprehensive planning and regulatory program. The 1976 Act made permanent the coastal protection program launched on a temporary basis by citizens' initiative that California voters approved in November 1972 (Proposition 20 – the "Coastal Conservation Initiative"). The Act's coastal resources management policies and governance structure are based on recommendations contained in the California Coastal Plan called for by Proposition 20 and adopted by the Coastal Commission in 1975 after three years of planning and hundreds of public hearings held throughout the State. See **Coastal Act Policies** and **Coastal Commission**. http://ceres.ca.gov/topic/env_law/cca/stat/

California Conservation Corps (CCC) – The California Conservation Corps (CCC) engages young people in meaningful work, public service and educational activities that assist them in becoming responsible citizens, while protecting and enhancing California's environment, human resources and communities. CCC members help park and recreation agencies with the construction of trails, planting trees, fire suppression, recycling efforts, and other similar projects. http://www.ccc.ca.gov/cccweb/ABOUT/about.htm

California Council for the Promotion of History (CCPH) – A statewide nonprofit organization founded in 1977 as a state committee of the National Coordinating Committee for the Promotion of History. It has grown to represent almost every area of historical activity in California: government agencies, businesses, archives, local historical societies, museums, private consulting, colleges and universities, and other educational institutions. The purpose of CCPH is to foster, facilitate, and coordinate efforts which enhance the appreciation of our historical heritage, application of history skills in the public and private sectors, and ensure the preservation, interpretation, and management of California's historical resources.
See **Historic Preservation**. http://www.csus.edu/org/ccph/

California Environmental Quality Act (CEQA) – The California Environmental Quality Act, Public Resources Code § 21000 et. seq.; Title 14, California Code of Regulations § 15000 et. seq. CEQA is a statute that requires state and local agencies to identify the significant

environmental and historical impacts of their proposed actions and to avoid or mitigate any adverse impacts, if feasible. See **Alternatives**, **Cumulative Impacts**, **Determination of Eligibility**, **Ecosystem**, **Endangered Species**, **Environmental Assessment**, **Environmental Impact Report**, **Findings**, **Impact Mitigation Measure**, **Initial Study**, **Lead Agency**, **Level-One Environmental Assessment**, **Master Environmental Assessment**, **Mitigate/Mitigation**, **Mitigation Measure**, **Mitigated Negative Declaration**, **NEPA**, **Notice of Availability**, **Notice of Completion**, **Notice of Determination**, **Notice of Exemption**, **Notice of Preparation**, **Project**, **Quimby Act**, **Responsible Agency**, **State Clearinghouse of the Office of Planning and Research**, **Statement of Overriding Consideration**, **Technical Advisory Committee**, **Threshold of Significance**, **Tiered Approach/Tiering**, and **Trustee Agency**.

California Heritage Fund Grant Program – The California Department of Parks and Recreation, Office of Historic Preservation administers this grant program to preserve California's heritage. See **Historic Preservation** and **Office of Historic Preservation**. http://ohp.parks.ca.gov

California Historical Resources Information System (CHRIS) – The California Historical Resources Information System is a statewide system for managing information on the full range of identified historical resources in California. CHRIS is a cooperative partnership between the citizens of California, historic preservation professionals, eleven Information Centers, the CHRIS Hub, and various agencies. Information Centers provide archaeological and historical resources information to local governments and individuals with environmental review responsibilities. See **Historical Resource Under CEQA.**

California Land Conservation Act, aka "The Williamson Act" – The California Land Conservation Act of 1965 – commonly referred to as the Williamson Act – enables local governments to enter into contracts with private landowners for the purpose of restricting specific parcels of land to agricultural or related open space use. In return, landowners receive property tax assessments that are much lower than normal because they are based upon farming and open space uses as opposed to full market value. See **Open Space**, **Open Space Subvention Act**, and **Williamson Act**. www.consrv.ca.gov and www.consrv.ca.gov/DLRP/Lca/lrcc/

California Local Government – There are four basic units of California local government: cities, counties, special districts, and regional bodies. All exist under the authority of the State of California and its laws, in particular the California Government Code. California gives cities and counties the "home rule" option, which means that they can choose to be governed under the framework of the California Government Code or they can adopt a charter, which gives them more latitude in running their affairs. The former is known as 'general law' jurisdictions and the latter are known as "charter" jurisdictions. The larger cities and counties tend to be charter Jurisdictions. See **Local Agency**, **Regional Bodies**, and **Special District**. www.igs.berkeley.edu/library/localweb.html

California Local Government Information Website – Starting point for finding web based information about California local governments and their laws. See **Local Agency** and **Regional Bodies**. www.statelocalgov.net

"California Main Street" – In 1985, California joined a growing national movement to improve the quality of life in America's towns, cities and neighborhoods by restoring the economic health of Main streets – historic, traditionally designed central business districts. Since its inception, California Main Street, a program of the California Trade and Commerce Agency,

has provided superior state-level leadership on revitalization techniques using the Main Street Approach. www.commerce.ca.gov/business/community/mainstreet/

California Office of Historic Preservation (OHP) – The OHP is the governmental agency primarily responsible for the statewide administration of the historic preservation program in California. The OHP website contains useful information about OHP programs, such as survey and inventory, local government registration programs, environmental review and compliance, historic preservation incentives, and grants and funding sources. It also provides information about the State Historical Resources Commission and the California Historical Resources Information System. See **Historic Preservation**, **Historical Resources**, **Local Register of Historical Resources**, **Points of Historical Interest**, **Preservation**, **State Historical Landmark**, and **State Historic Preservation Officer**. www.ohp.parks.ca.gov

California Outdoor Recreation Plan (CORP) – See **California Statewide Comprehensive Outdoor Recreation Plan (SCORP).**

California Park and Recreation Society (CPRS) – Founded in 1946, the California Park and Recreation Society provides park, recreation, leisure and community service professionals and interested citizens with the knowledge and resources to enhance their leadership role in providing personal, social, economic and environmental benefits through recreation and parks. www.cprs.org

California Preservation Foundation (CPF) – Dedicated to the preservation and enhancement of California's historic built environment. The Foundation emerged in response to the need for a statewide organization that could focus on preservation issues common to all, and provide the cohesive and vital link between state, regional and local preservation interests. CPF is a statewide network of its members: individuals, businesses, organizations, and local governments long committed to historic preservation. Through this network the Foundation serves as a clearinghouse for preservation ideas, technical information and advice. http://www.californiapreservation.org/

California Register – The California Register of Historical Resources, a state list to be used as an authoritative guide to identify the state's historical resources and to indicate what properties are to be protected, to the extent prudent and feasible, from substantial adverse change. See **Historic Resource**. http://ohp.parks.ca.gov/

California Resources Agency – The California Resources Agency is responsible for the conservation, enhancement, and management of California's natural and cultural resources, including land, water, wildlife, parks, minerals, and historic sites. The Agency is composed of departments, boards, conservancies, commissions and programs. http://resources.ca.gov/

California Special Districts Association (CSDA) – An organization dedicated to advocating and strengthening special district governance by providing service and support to its members. www.csda.net

California State Association of Counties (CSAC) – An organization that represents county governments before the California legislature, administrative agencies and the Federal Government. CSAC places emphasis on educating the public about the value and need for county programs and services such as park facilities and recreation programs. www.csac.counties.org

California State Park Rangers Association (CSPRA) – An organization of park professionals dedicated to advancement of the principles of public service, established to support and preserve the California Department of Parks and Recreation for present and future generations.

California State Park and Recreation Commission – Established in 1927 to advise the Director of Parks and Recreation on the recreational needs of the people of California. The Commissioners are appointed by the Governor and conduct public hearings on naming, classification and the approval of general plans (and amendments) for State Park System units.

California State Parks – California State Parks, also known as the California Department of Parks and Recreation is under the Resources Agency of California. The Department is responsible for a variety of statewide park and recreation programs, including the Office of Grants and Local Services, Office of State Historic Preservation, the Off-Highway Motor Vehicle Recreation Division and the operation of the State Park System (277 park units as of July 1, 2003). www.parks.ca.gov

California State Parks Foundation – A non-profit membership organization dedicated to protecting, enhancing and advocating on behalf of the California Department of Parks and Recreation.

California Statewide Comprehensive Outdoor Recreation Plan (SCORP) – Also referred to as CORP, the California Outdoor Recreation Plan. A plan produced by the California Department of Parks and Recreation which assesses the most critical issues faced by park and recreation service providers at all levels; identifies the most appropriate actions by which public agencies might address them; required to be published every five years by Public Resources Code § 5099 (et al) and by the National Park Service in order to maintain the State's eligibility to receive Federal Land and Water Conservation Funds. The findings of SCORP are used to help shape the open project selection process. See **Land and Water Conservation Fund** and **National Park Service**. http://www.nps.gov/ and www.parks.ca.gov/default.asp?page_id=796

California Tahoe Conservancy – The California Tahoe Conservancy's mission is to preserve, protect, restore, enhance and sustain the unique and significant natural resources and recreational opportunities on the California side of the Lake Tahoe Basin. It was established to develop and implement programs of land acquisitions and site improvements to improve water quality, preserve the scenic quality and recreation opportunities in the region, provide public access, preserve wildlife habitat, and manage and restore lands to protect the natural environment. The conservancy is not a regulatory agency. See **Conservancies** and **Land Acquisition**. www.tahoecons.ca.gov

California Trail Connection – Web resource for news and in-depth information about California's trails and greenways. www.caltrails.org

California Wild & Scenic Rivers System/Wild & Scenic Rivers Act – (Public Resources Code § 5093.50) – Federal and State statutes enumerating river values that should be protected and managed. www.nps.gov/rivers/ and http://www.ncrc.nps.gov

California Wildlife Habitat Relationships (CWHR) – An information system on California's wildlife maintained by the California Department of Fish & Game. CWHR contains life history, management, and habitat relationship information on 675 species of amphibians, reptiles, birds,

and mammals known to occur in the state. CWHR products are available from the DFG to anyone interested in understanding, conserving, and managing California's wildlife.

California Wildlife Protection Act of 1990 – See **Habitat Conservation Fund Grant Program**.

Camp, **Day Camp** – Typically, an area where children can learn to appreciate and enjoy nature. Day camp can also mean an agency providing a diverse range of recreational activities that may include arts and crafts, games, field trips, entertainment, and sports. See **Day Camping**.

Camp, **Resident** – An area set aside where people can live temporarily outdoors for periods longer than one day. Basic facilities are provided for public convenience and safety. It may provide facilities for sleeping, eating, sanitation, and recreational pursuits including swimming, trails, and educational programs.

Capital Campaigns – Campaigns to raise funds for a variety of long-term purposes such as building construction, endowments, land acquisitions, etc. See **Acquisition**, **Endowment**, and **Land Acquisition**.

Capital Expenditure – Funds for the acquisition of costly equipment or property; the construction, addition to or replacement of (recreation) areas or facilities.

Capital Grant – Grant to provide funding for buildings, construction or large pieces of equipment rather than program or operating expenses.

Capital Improvement – An improvement to a facility through a capital expenditure. See **Acquisition**, **Expenditure**, **Labor/Supply Offset**, and **Land Use Element**.

Capital Improvement Program (CIP) – A program for expanding the capital assets of an organization through the acquisition of real property or the development of facilities permanently fixed to the land. See **Acquisition**, **Capital Outlay**, **Development**, **Labor /Supply Offset** and **Land Use Element**.

Capital Outlay/Capital Equipment – Typically a "large ticket" item in terms of its cost, such as office furniture, fleet equipment, data processing equipment, park maintenance equipment etc. See **Acquisition** and **Capital Improvement Program**.

Capital Outlay Budget – The financial plan of capital project expenditures for the fiscal year, including land acquisition, facilities construction, major rehabilitation, modification of existing facilities, and the equipment which is related to such construction. See **Budget**, **Expenditure**, and **Fund**.

Capital Projects – The acquisition or development of a park facility, parkland or community center.

Capital Support – Funds provided for endowment purposes such as buildings, construction or equipment. See **Endowment**.

Carrying Capacity – The level of land use, human activity or development for a specific area that can be accommodated permanently without an irreversible reduction in the quality of air, water, land, or plant and animal habitats. It may also refer to the upper limits beyond which the

quality of human life, health, welfare, safety, or community character within an area will be impaired. Carrying capacity is a concept used to determine the potential of an area to absorb development and use. See **Allowable Use Intensity** and **Development**.

Carryover – Appropriated funds that remain unspent at the end of the fiscal year and are retained by the department and re-appropriated so that they may be expended in the next fiscal year. See **Ending Fund Balance**, **Fiscal Year**, and **Fund**.

Catalog of Federal Domestic Assistance – Official 5-digit identification number assigned to a Federal program and published in the Catalog of Federal Domestic Assistance. This entry also identifies the official program title of the Federal program.

Categorical Exemption – A CEQA determination for the potential environmental impacts of a project on the environment. A categorical exemption can only be used when the project fits within one of the 32 classes of projects determined to be usually exempt from CEQA under the State CEQA Guidelines (Guidelines Code § 15301 – 15332). An exemption cannot be used when a project may result in a significant impact to the environment (Guidelines Code § 15300.2). See **Alternatives** and **CEQA**. http://ceres.ca.gov/ceqa/ and http://opr.ca.gov

Categorical Grant – A grant given to support an activity in a specific category such as health, the arts, education, transportation, public safety, etc. Some categories may be broader that others, i.e., health – adolescent pregnancy prevention, or general, i.e., health – senior citizen.

Cause-Related Marketing – The practice of linking gifts to charity with marketing promotions. This may involve donating products that will then be auctioned or given away in a drawing with the proceeds benefiting a charity. The advertising campaign for the product will be combined with the promotion for the charity. In other cases it may be advertised that when a customer buys the product a certain amount of the proceeds will be donated to charity.

Center of Excellence for Sustainable Development – A web site developed by the Department of Energy offers a warehouse of links to resources, publications, principles, success stories, codes and ordinances that relate to sustainable development. http://www.sustainable.doe.gov

Central Valley Project Improvement Act (CVPIA) – This federal legislation, signed into law on October 30, 1992, mandates major changes in the management of the federal Central Valley Project. The CVPIA puts fish and wildlife on an equal footing with agricultural, municipal, industrial, hydropower and recreational users of water conveyed through the Central Valley Improvement Project. http://www.usbr.gov/mp/

Certificate of Appropriateness (COA) – A COA is an application upon which the Historic and Scenic Preservation Commission makes a decision to alter, demolish, move, or subdivide a building/property which has been designated Landmark or Historic Resource by the City Council. This means that any modification to the outside of the structure must be approved through this application.

Certificate of Compliance – A document issued and recorded by a local agency certifying that the subject parcel complies with the requirements of the Subdivision Map Act and also with local ordinances certifying that the parcel will comply with such requirements upon satisfaction of certain conditions. See **Subdivision Map Act**.

Certified Local Government – Means a local government that has been certified by the National Park Service to carry out the purposes of the National Historic Preservation Act of 1966. See **National Historic Preservation Act of 1966**.

Chair – Presiding officer; as in 'Chair of the Board of Supervisors', or as 'Chair of the Advisory Board of Directors'. See **Board of Directors** and **Board of Supervisors**.

Challenge Grant – Grant contingent on the recipient's raising additional funds from other sources. For example, a corporation might award an organization $1 for every $1 in new money raised from individuals. See **Grant(s)**.

Charter City – A city incorporated under its own charter adopted by a majority vote according to provisions of state law, rather than under the general laws of the state. The charter operates as the city's constitution and allows cities discretion to establish land use processes. See **Local Agency**.

Charitable Contribution – A contribution (gift) to a charitable cause that is allowed as a deduction from taxable income by the Internal Revenue Service. Corporate contributions to social programs and organizations are in some cases assumed as business expenses. See **Community Foundation**, **Corporate Giving Program**, **Foundation**, **Independent Foundation**, **Non-Profit Organization**, **Operating Foundation**, **Public Charity**, and **Tax-exempt bond**.

Citizen Advisory Committee (CAC) – Non-profit associations and public agencies may use citizen advisory boards and committees to provide advice and other assistance to the governing bodies of the jurisdictions that appoints them. The advisory board may serve important functions:

- Interpreting the program, facilities, and services
- Making studies and recommendations on advancing park and recreation services
- Being a sounding board that exerts broad influence throughout the community to improve and expand park and recreation services.

An advisory board is not a governing board in that it has limited powers that it may only make recommendations to the ultimate governing authority for their approval or consideration. It has no legal power or ability to enforce recommendations, but is required to follow open meeting laws. See **Advisory Board of Directors**, **Board of Directors**, **Brown Act**, and **Director**.

Citizen Enforcement – The process by which private citizens and citizen groups use litigation to enforce, for example, planning laws.

City Council – A city's legislative body. The popularly elected city council is responsible for enacting ordinances, imposing taxes, making funding appropriations, establishing policy and hiring certain city officials. The council adopts the local general plan, zoning, and subdivision ordinance.

Civic Center – A large complex of public space and structures. The center may include staff offices, meeting rooms, teaching facilities and auditoriums. See **Community Center** and **Cultural Center**.

Civic Center Act (Education Code § 38130 et seq.) – Every public school facility is considered a civic center where citizens, school-community councils, and clubs, as well as senior, recreation, education, political, artistic, and other organizations may meet. The school district

may grant the use of the school facilities and grounds upon certain terms and conditions deemed proper by the governing board, subject to specified limitations, requirements, and restrictions set forth within the law. See **Joint Powers Agreement** and **Partnering/partnership**. www.ideapractices.org/ideaquests/obligations

Civilian Conservation Corps (CCC) – In response to the Great Depression, President Franklin D. Roosevelt created many programs designed to put America back to work. The Civilian Conservation Corps (CCC), one of the first emergency agencies, was established in early 1933. The CCC's mission was two-fold: to reduce unemployment, especially among young men; and to preserve the nation's natural resources. President Roosevelt recommended that the CCC operate in cooperation with and under the technical supervision of the War Department, the Department of the Interior, the Department of Agriculture, and the Department of Labor. Other agencies such as the Office of Education and the United States Veterans Administration also played a role. Many CCC projects centered on forestry, flood control, prevention of soil erosion, and fighting forest fires, although CCC work projects also provided basic infrastructure, such as roads, trails, campgrounds and picnic facilities in many park and recreation areas. http://arcweb.sos.state.or.us/50th/ccc/cccintro.html

Clean Bill – A clean bill is simply the original bill, along with the amendments adopted by the full committee, which is introduced again and assigned a new number. See **Amendment**. www.house.gov/rules

Clean Water Act: Section 404 – The 1977 Clean Water Act amendment to the 1972 Federal Water Pollution Control Act is intended to "restore and maintain the chemical, physical, and biological integrity of the Nation's waters." Section 404 of the Clean Water Act regulates the placement of dredge and fill material into United States waters and wetlands. The U.S. Army Corps of Engineers has primary responsibility for the permit program and issues permits in compliance with environmental requirements.

Closed Hearing – Hearings closed to all but members, staff and witnesses testifying; also called Executive Hearings. The Brown Act specifies that these hearings are exempt from the open meeting requirements. Personnel actions or pending legal issues are examples of subjects discussed during a closed hearing. See **Brown Act**.

Cluster Development – Development in which the dwelling units, allowable under a parcel's underlying zoning, are grouped in close proximity to allow for common open space and park areas for the residents. See **Development**, **Open Space**, and **Zoning**.

Coachella Valley Mountains Conservancy – The Coachella Valley Mountains Conservancy was established by the California Legislature in 1990 to protect the Coachella Valley Mountains from Palm Springs to the Salton Sea. The Conservancy grew out of a community-based conservation group creating a partnership between local, state, and federal agencies, and the public as the most effective way to protect the splendid natural and cultural resources of the area. The Conservancy's mission and territory were broadened in 2000 to include natural community conservation land acquisitions following guidelines in the DFG's Natural Community Conservation Plan. See **Conservancies**. www.cvmc.ca.gov

Coastal Act Policies – Coastal Act policies constitute the standards used by the Coastal Commission in its coastal development permit decisions and for the review of local coastal programs prepared by local governments and submitted to the Commission for approval. These

policies are also used by the Commission to review federal activities that affect the coastal zone. Coastal cities and counties must incorporate these policies into their individual local coastal programs.

The policies require: protection and expansion of public access to the shoreline and recreational opportunities and resources, including commercial visitor-serving facilities; and protection, enhancement and restoration of environmentally sensitive habitats, including intertidal and nearshore waters, wetlands, bays and estuaries, riparian habitat, certain wood and grasslands, streams, lakes and habitat for rare or endangered plants or animals; protection of productive agricultural lands, commercial fisheries and archaeological resources; protection of the scenic beauty of coastal landscapes and seascapes; the establishment of urban-rural boundaries and directing new housing and other development into areas with adequate services to avoid wasteful urban sprawl and leapfrog development; provision for the expansion, in an environmentally sound manner, of existing industrial ports and electricity-generating powerplants, as well as for the siting of coastal-dependent industrial uses; and protection against loss of life and property from coastal hazards. See **California Coastal Act**, **The Coastal Commission**, **Coastal Zone**, and **Federal Coast Act Coastal Zone**. www.ceres.ca.gov and http://www.coastal.ca.gov/index.html

Coastal Commission – The California Coastal Commission was established by voter initiative in 1972 (Proposition 20) and made permanent by the Legislature in 1976 (the Coastal Act). The primary mission of the Commission, as the lead agency responsible for carrying out California's federally approved coastal management program, is to plan for and regulate land and water uses in the coastal zone consistent with the policies of the Coastal Act. The Coastal Commission has 12 voting and 4 non-voting members. The voting members are appointed equally by the Governor, the Rules Committee of the state Senate, and the Speaker of the state Assembly. The Commission meets once a month in various coastal communities. See the **California Coastal Act**, **Coastal Zone**, and **Specific Project Approval**. www.coastal.ca.gov/web/

Coastal Zone – A coastal zone is simply defined as the interface between the land and coast. These zones are important because a majority of California's population inhabit the land portion of the zones. The coastal zone encompasses some 1.5 million acres of land and reaches from three miles at sea to an inland boundary that varies from a few blocks in the more urban areas of the State to about five miles in less developed regions. The coastal zone stretches along the California coast from the Oregon border south to the border with Mexico. See **Coastal Act Policies** and **Federal Coast Act**.

Collections Acquisition Grants – Grants to libraries or museums for acquiring permanent materials as part of a collection, usually books, artifacts or art.

Collections Management/Preservation Grants – Grants for maintenance, preservation, and conservation of materials, usually collections of books, artifacts or art.

Comfort Station – A public building usually located in a park providing restrooms and storage space. Another word for restroom.

Commercial Recreation – Recreation conducted by a business enterprise for profit and open to the public on a fee or charge basis. Examples of commercial recreation include tour-led activities, overnight accommodations, and travel services. See **Concessions**, **Eco-Recreation**,

and **Tourism**. http://www.infography.com/content/494962918336.html and http://www.r-c-r-a.org/

Commission Accreditation Park and Recreation Agencies (CAPRA) – The mission of the Commission is (1) to promote programs that will serve more effectively in providing quality public recreation, (2) enhance the performance of park and recreation services, and (3) to provide standards and procedures for the evaluation of public park and recreation agencies through a program of self-evaluation and peer review for the purpose of national accreditation. See **National Recreation and Park Association**. www.nrpa.org

Commissioning New Projects – Grants to support the creation of new artistic works.

Committed Funds – That portion of a corporate or philanthropic budget that has already been allocated or pledged to organizations, groups, or specific programs.

Community Based Organizations (CBO) – Refers to local non-profit or public benefit groups that provide community services or special programs. CBOs often have an IRS 501(c)(3) status and may receive funding from a public agency through Community Development Block Grants or other grant sources. See **Community Development Block Grants**.

Community Center – A multi-purpose building or a cluster of facilities, placed close together for convenience of administration and supervision. Facilities are provided for parking and to accommodate physical, social, cultural and educational activities. See **Civic Center**.

Community Development Block Grant (CDBG) – A grant program administered by the U.S. Department of Housing and Urban Development (HUD) and the State Department of Housing and Community Development. This grant allots federal monies to cities and counties for housing and community development. Park and recreation professionals may use CDBG funds to construct recreation facilities and affiliated improvements. The annual appropriations for CDBG is split between states and local jurisdictions called "entitlement communities." Entitlement communities are central cities of Metropolitan Statistical Areas; other metropolitan cities with populations of at least 50,000; and qualified urban counties with population of entitled cities. Each state distributes the funds to localities that do not qualify as entitlement communities. See **Community Based Organizations**, **Development**, and **Federal Funding Sources**. http://www.hud.gov/

Community Facilities District (CFD) – Legally constituted districts created by cities, counties, and/or other jurisdictions under the Mello-Roos law to finance the construction of needed community infrastructure and services. The CFD is empowered to levy additional property taxes on land located inside the district by 2/3 voter approval; thus creating a dependable revenue stream that can be used in issuing bonds to pay for the new infrastructure and/or special taxes to finance recreation programs and maintenance. Sometimes referred to as Special Districts or Community Benefits Districts. For example, besides providing park and recreation services, the CFD could also provide mosquito abatement, cemetery services and irrigation services. See **Assessed Valuation**, **"Dirt-Bond"**, **District**, **General Obligation Bonds, Mello-Roos**, **Mello-Roos Bond**, **Proposition 218**, and **Special District**. http://www.ccp.ucdavis.edu/pubs/pdf/ccpt1may.pdf

Community Foundations – A 501(c)(3) Organization that makes grants for charitable purposes in a specific community or region. Funds are usually derived from many donors and held in an

endowment; income earned by the endowment is then used to make grants. Although the IRS may classify a few community foundations as private foundations, most are classified as public charities eligible for maximum income tax-deductibility of contributions. See **Charitable Contribution**, **Distribution Committee**, **Donor**, and **Endowment**.

Community Fund – An organized program that makes annual appeals to the general public for funds that are usually not retained in an endowment but are instead used for the on-going operational support of local agencies. See **Endowment**.

Community Park – Focus is on meeting community-based recreational needs, as well as preserving unique landscapes and open spaces. Community parks are generally larger in scale than neighborhood parks, but smaller than regional parks and are designed typically for residents who live within a three-mile radius. Community parks are usually six to sixty acres in size depending on the community and have a variety of park and recreation facilities and amenities. Facilities may include those found at a neighborhood park, plus permanent restrooms, large turfed and landscaped areas, and specialized recreation facilities and/or equipment, such as a community center, swimming pool or tennis court complex. See **Mini-Park**, **Neighborhood Park**, **Regional Park**, and **Urban Park**.

Community Plan – A portion of the local general plan that focuses on a particular area or community within the city or county. Community plans supplement the policies of the general plan. See **Comprehensive Plan**, **General Plan**, **Land Use Element**, **Land Use Plan**, and **Land Use Regulation**.

Community Reinvestment Act – Passed by Congress in 1977, the Act requires that certain federal agencies use their regulator powers to help meet the credit needs of the communities they serve, including low-income neighborhoods. Two key aspects of the Act are intended to urge banks to market their services affirmatively throughout the entire community, and to create a continuing dialog between the bank and its community to enable the bank to become more aware of, and appropriately responsive to, the needs of the community.

Community Trails – Existing and proposed trails located on lands under local jurisdiction or maintenance, which are oriented toward meeting the immediate day-to-day use of recreation and transportation needs of residents. See **Bikeway** and **Trail**.

Companion Bill – Identical bills introduced separately in both the Senate and the Assembly on a State level.

Company-Sponsored Foundation – A private foundation whose grant funds are derived primarily from the contributions of a profit-making business organization. The company-sponsored foundation may maintain close ties to the donor company, but it is separately incorporated entity with its own endowment and is subject to the same rules and regulations as other private foundations. See **Cooperative Venture**, **Corporate Foundation**, **Donor**, and **Employee Related Scholarship**.

Competitive Grant – A grant that must go through a competitive, objective review process. A process whereby projects are ranked and selected based upon program-specific criteria. See **Competitive Programs**, **Grants**, **Non-Motorized Trails Grant-Program**, **QUANGO**, **Riparian and Riverine Habitat Grant Program**, **Roberti-Z'Berg-Harris Block Grant**,

Urban Centers, **Wildlife Care Facilities Grant Program**, and **Zoos and Aquariums Facilities Grant Program**.

Competitive Programs (as in grants) – As used by the California Department of Parks and Recreation, Office of Grants and Local Services, means the allocation of monies for one or more projects for the acquisition and development of recreational lands and facilities on a project-by-project basis, based upon criteria, through a ranking process. See **Allocation**, **Competitive Grant**, **Grantee**, and **Grant(s)**. www.parks.ca.gov

Complex (as in facilities) – Meant to refer to a grouping of recreation facilities, such as swimming and diving pools, sports courts (tennis, basketball), or ballfield complex. Frequently these complexes also include parking areas, sidewalks, concession operations and restroom facilities.

Comprehensive Plan – An official document adopted by a local government that describes general policies for the desirable physical, social, and economic development of a city, county or district. See **Community Plan**, **Constraint**, **Element**, **General Plan**, **Green Infrastructure**, **Leadership Plan**, **Master Plan**, **Master Planned Development**, and **Strategic Plan**.

Computer Systems and Equipment – Grants to purchase or develop automated computer systems.

Concessions – A contract with persons, corporations, partnerships, or associations for the provision of products, facilities, programs and management and visitor services that will provide for the enhancement of park visitor use, enjoyment, safety, and convenience. Concessions may be for food service, overnight accommodations, boat launch areas, equipment rentals (canoes, rafts, skis), gift stores, etc. Concessions may also be for recreational activities such as a golf course, archery range, equestrian center, gun range, pony ride, train ride, merry-go-round and reservable group picnic facilities. See **Commercial Recreation** and **Contract (Grants)**.

Conditional Use Permit (CUP) – Pursuant to the zoning ordinance, a CUP may authorize uses not routinely allowed on a particular site. CUP's require a public hearing and if approval is granted, are usually subject to the fulfillment of certain conditions by the developer. Approval of a CUP is not a change in zoning. See **Zoning Ordinance**.
http://ceres.ca.gov/planning/cup/condition.htm

Connectivity – The state of being functionally linked by movement of organisms, materials, or energy. For example, The Wildlands Project works with private property owners, non-profit organizations, and government agencies to provide land corridors large enough and connected to one another to assure species viability through migration routes. See **Biocorridor**, **Meander Belt**, and **Non-Profit Organization**. www.scwildlands.org

Connector Trails – Trails that emphasize safe travel for pedestrians, equestrians, bicyclists, and others to and from parks and open space areas around the community, and to outlying trails. Connector trails also link users to community centers, work areas and shopping facilities. See **Bikeway**, **Interlocking**, **Park Trail**, **Regional Trails**, and **Trail(s)**.

Conservancies (California State) – The California Resources Agency is responsible for the conservation, enhancement, and management of California's natural and cultural resources, including land, water, wildlife, parks, minerals, and historic sites. The Agency is composed of

departments, boards, conservancies, commissions and programs. Conservancies include: Baldwin Hills Conservancy, California Tahoe Conservancy, Coachella Valley Mountains Conservancy, San Gabriel & Lower Los Angeles Rivers & Mountains Conservancy, San Joaquin River Conservancy, Santa Monica Mountains Conservancy, and the State Coastal Conservancy. See **Baldwin Hills Conservancy**, **California Tahoe Conservancy**, **Coachella Valley Mountains Conservancy**, **San Gabriel & Lower Los Angeles Rivers & Mountains Conservancy**, **San Joaquin River Conservancy**, **Santa Monica Mountains Conservancy**, and **Secretary of Resources**. http://resources.ca.gov/

Conservation – The management of cultural and natural resources to prevent deterioration, loss or waste; management actions may include preservation, restoration and enhancement. Webster's Dictionary defines conservation as "careful preservation and protection of something, planned management of a national resource to prevent exploitation, destruction, or neglect." Conservation of a cultural resource includes the preservation of the significant historic material/fabric; properties or collection of properties, information, or knowledge. See **Conservation Easement**, **Conservation Planning**, **Ecosystem**, **Interlocking**, **Natural Resource Areas**, and **Offer to Dedicate**.

Conservation Area – Land and water set aside to conserve and protect natural resources and to stabilize the water table. Recreation and educational services may be provided. Area is under the jurisdiction of a conservation authority.

Conservation Easement – Instrument of land and/or structures (buildings) ownership in which specified rights to property development are separated from property ownership. Typically such rights are secured under contract to preclude any substantial change in the current use of the land and/or to protect valuable natural, historical or cultural resources. See **Conservation**, **Conservation Planning**, **Contract**, **Development**, **Easement**, **Interest**, **Land Conservancies and Land Trust**, **Offer to Dedicate**, and **Open Space District**. www.lib.berkeley.edu/ENVI/landuse.html and www.natlands.org/library/consease.html

Conservation Fund – The Conservation Fund seeks sustainable conservation solutions emphasizing the integration of economic and environmental goals. http://www.conservationfund.org

Conservation Planning – Recovery of species listed under the Endangered Species Act and provision for viability of at-risk species that are not yet listed. See **Conservation**, **Conservation Easement**, **Endangered Species Act**, and **Open Space District**.

Conservatory (Greenhouse) – A building with facilities for growing plants, shrubs and trees for public display and enjoyment.

Consolidated Omnibus Budget Reconciliation Act (COBRA) – Federal legislation, which allows an employee and/or family member to continue their group health plan enrollment when Agency-supported coverage is lost through separation, retirement, etc. http://www.khsonline.com/khs/khs/products_plan_flex/COBRA.asp

Constraint – Something that restricts, limits or regulates a given course of action. It is used in a General Plan to describe "constraints" to development. Environmental constraints include, but are not limited to, steep slopes, poor soils, historic or cultural resources and rare and endangered plant or animal species. Infrastructure constraints can include poor roads, antiquated water

distribution systems, a lack of service capacity for the park district, and a lack of a community sewer system. See **Comprehensive Plan**, **General Plan**, and **Infrastructure**.

Construction Engineering – Engineering work during the construction process which ensures that projects are constructed in accordance with design parameters and specifications.

Consulting Services (Grants) – Professional staff support provided by the foundation to a nonprofit to consult on a project for mutual interest or to evaluate services (not a cash grant).

Consumer Price Index – A measure which is used to track the change in prices for common household goods over time. The consumer price index is developed using a "market-based" approach. That is, researchers determine the cost of a particular set of goods and services every year. This cost is then compared against the cost of goods and services from other years. www.bls.gov/cpi/home.htm

Continuation Budget – A level of funding which enables an organization to provide the same amount of services in the following fiscal year as the organization provides in the current fiscal year. A continuation-level budget does not necessarily provide funding for growth in demand for services. See **Budget** and **Fiscal Year**.

Continuation Grant – A grant available for the continuation of a program already underway.

Continuing Support – A grant renewed on a regular basis.

Contract – An agreement between a grantee and a granting agency specifying the payment of funds for the performance of the project scope within the project performance period by the grantee. See **Alternative Work Program**, **Bid Process**, **Bond**, **Building Permit**, **Concessions**, **Conservation Easement**, **Encumbrances**, **Expenditures**, **Grantee**, **Granting Agency**, **Interagency Agreement**, **Project Officer**, **Project Performance Period**, **Project Scope**, and **RFP**.

Contract Award – The amount one receives for performing a service or delivering finished goods to an end user; the individual or business receiving this award is legally bound to perform an exact function concluding in a result. When a government agency makes a contract award, it is giving an assignment, usually to a private firm, to produce goods or perform services, as stipulated in the agreement.

Contributions Committee – A committee, usually drawn from a corporation's board, executive staff, and employees, sometimes including outside members, that is charged with determining policy and overseeing the corporation's philanthropic activities. Its responsibilities may include determining the contribution policy and budget, defining priority funding areas, guidelines for applicant eligibility, and approving the recipient and amount of each grant. The committee may also oversee philanthropic programs other that direct grants, such as employee involvement and loaned executive programs. See **Contributions Policy** and **Program Officer**.

Contributions Policy – A statement that outlines the parameters of a corporate or philanthropic activity, usually drawn up and approved by the board of its contributions committee. A policy statement may include grant making goals and objectives, priority program areas that receive funding, the organizations eligible to receive funding, grant application procedures and the

timetable for reviewing proposals and awarding grants. See **Contributions Committee** and **Partnering/Partnership**.

Cooperative Venture – A join effort of one or more grant-makers or a governmental unit. Each partner may participate for example, though sharing information, technical resources, funds or research. See **Company-Sponsored Foundation**, **Flow-Through Funds**, and **Payout Requirements**.

Core Competencies – Are the work-related knowledge, skills, and abilities applicable to a specific occupation, without which, an employee cannot perform their assigned duties successfully.

Corporate Foundation – A private foundation whose funds are supplied principally by a profit making business. See **Company-Sponsored Foundation**, **Flow-Through Funds**, and **Payout Requirements**.

Corporate Giving Program – A grant-making program established and administered within a profit-making company. Corporate giving programs do not have a separate endowment and their annual giving level is generally related to current profits. They are not subject to the same reporting requirements as private foundations. Some companies make charitable contributions through both a corporate giving program and a company-sponsored foundation. See **Assets**, **Beneficiary**, **Charitable Contribution**, **Endowment**, and **Program Amount**.

Cortese-Knox Act – See **LAFCO (Local Agency Formation Commission)**.
http://www.calafco.org/

Cost-of-Living Adjustment (COLA) – An increase in funding for government programs, including revenue limits or categorical programs. Current law ties the COLA to the annual percentage change in the "Implicit Price Deflator" for State and Local Governments a government price index. http://www.ssa.gov/OACT/COLA/colasummary.html

Cost Sharing Factor – A data element that explicitly reflects the share of program costs to be financed with federal funds. See **Data Element**, **Federal Funds**, **Formula**, and **Share**.

Council of Governments (COG) (Regional) – A body of member jurisdictions from a designated region established to provide planning assistance of a regional nature. Regional councils of government are multi-purpose, multi-jurisdictional public organizations. Created by local governments to respond to federal and state programs, regional councils bring together participants at multiple levels of government to foster regional cooperation, planning and service delivery. They have a variety of names, ranging from councils of government to planning commissions to development districts. See **California Association of Councils of Governments (CALCOG)**.

Critical Lack of Park and Open Space Land – Refers to the deficiency in the amount of acres of park and open space land per 1,000 residents currently maintained for public recreation.

Cross-country Ski Trail – Trails developed and usually groomed for Nordic-style cross-country skiing. Frequently (but not always) the trails are looped and found in larger parks and natural resource areas such as State Parks, U.S. Forest Lands, and utility company lands and may be privately operated. See **Recreational Trail** and **Trail(s)**. www.trailsource.com/skiing/index.asp

Cultural Center – A building designed and equipped to provide such facilities as an auditorium, art gallery, other display areas, museum and library; also facilities for performing, visual and creative arts. See **Civic Center**.

Cultural/Historic Landscape Report (CLR) – The primary report that documents the history, significance, and treatment of a cultural landscape. A CLR evaluates the history and integrity of the landscape including any changes to its geographical context, features, materials, and use. CLRs are essential tools in providing planners with information for creating Management Plans for cultural landscape resources. See **Cultural Landscape** and **Cultural Preserve**.

Cultural Landscape – A geographic area (including both the cultural and natural resources) associated with a historic event, activity, or person or exhibiting cultural or aesthetic values. For example, the type of cultural landscape that is called a 'historic vernacular landscape' categorizes Crystal Cove Historic District in Orange County. This type is a landscape that evolved through use by people whose activities and occupancy shaped its character. Other types of Cultural Landscapes include Historic Designed Landscapes, Historic Sites, and Ethnographic Landscapes. See **Cultural/Historic Landscape Report**, **Cultural Preserve**, **Cultural Zone**, **Historic Context**, **Historic District**, **Historic Preservation Fund**, and **Midden**.
http://www.icls.harvard.edu/language/whatare.html

Cultural Preserve – This classification protects areas of outstanding historic interest in the State Park System including such features as sites, buildings, or zones where significant representations of California's flow of history are located. Cultural Preserves need to be large enough to protect resources from potential damage and to permit effective management and interpretation and must also have complete integrity of the resources; no conflicting improvements, such as roads, are permitted. Natural resource values are secondary to historical values in cultural preserves. See **Cultural/Historic Landscape Report**, **Cultural Landscape**, **Historic District**, and **Midden**.

Cultural Resource – Any tangible or observable evidence of past human activity, regardless of significance, including tangible properties possessing intangible traditional cultural values. See **Historic Landscape**.

Cultural Significance – The quality of significance in American history, architecture, archaeology, engineering, and culture is present in districts, sites, buildings, structures, and objects that possess integrity of location, design, setting, materials, workmanship, feeling, and association, and:

- That are associated with events that have made a significant contribution to the broad patterns of history; or
- That are associated with the lives of significant persons in the past; or
- That embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
- That have yielded or may be likely to yield information important in history or prehistory.

See **Cultural Zone**.

Cultural Zone – This is a land use zone that distinguishes areas of the park or community within which there are cultural resources with special significance, but does not place any specific restrictions upon development or activities within these areas that are not detrimental to the cultural resources. See **Cultural Landscape**, **Cultural Significance**, and **Historic District**.

Cumulative Impacts – The incremental environmental impacts of an individual project reviewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects considered together in order to ascertain the overall effect on the environment of a particular project. Also two or more environmental effects which, when considered together, are considerable or which compound or increase other environmental impacts. An assessment of cumulative impacts is a requirement of CEQA. See **California Environmental Quality Act**. www.ceres.ca.gov/ceqa and http://opr.ca.gov

Curation – Managing and preserving a collection (e.g., archaeological) according to professional museum and archival practices, including, but not limited to:

- Inventorying, accessioning, labeling, and cataloging a collection
- Identifying, evaluating, and documenting a collection
- Handling, cleaning, stabilizing, and conserving a collection in such a manner as to preserve its integrity and significance for future research
- Storing and maintaining a collection using appropriate methods and containers, with appropriate environmental conditions and controls to ensure physical security
- Inspecting a collection periodically and taking such actions as many be necessary to preserve it
- Providing access and facilities for studying a collection

Curriculum Development – Awards to schools, colleges, universities, and educational support organizations to develop general or discipline-specific curricula.

D

Data Elements – The various formula factors (usually, but not always, comprised of statistical series) used to produce allocations. See **Cost Sharing Factor**, **Formula**, and **Mathematical Structure**.

Day Camping – A program in an out-of-doors, natural environment that provides a small group experience under trained leadership. Typical day camp areas include picnic facilities, trails, and the like. See **Camp** and **Day Camp**.

Daycare Center – A building or part of a building designed with nursery and play facilities, usually for children of working parents. When run commercially the standards for these centers are controlled by government regulations.

Debt Financing – Issuance of bonds and other debt instruments to finance municipal improvements and services. See **Bond**.

Debt Reduction (Grant) – Grant to reduce the recipient organization's indebtedness; also referred to as deficit financing. Frequently refers to mortgage payments.

Debt Service – The dollars required to repay funds borrowed by means of an issuance of bonds or a bank loan. The components of the debt service payment typically include an amount to retire a portion of the principal amount borrowed (i.e., amortization), as well as interest on the remaining outstanding unpaid principal balance. See **Bond**.

Dedication – A condition of development approval, usually taking the form of land and/or facilities and/or funds turned over to the jurisdiction where the development is located. For example, the Quimby Act requires developers to make parkland dedications or pay in lieu fees. See **Development (Grants)**, **Development Rights**, **Exaction**, **Impact Fees**, **In-Lieu Fees/Contributions**, **Mandatory Dedication**, **Nexus Study**, **Parkland Dedication Ordinance**, **Quimby Act**, and **Roughly Proportional Test**. www.lib.berkeley.edu/ENVI/landuse.html

Dedication, **In Lieu of** – Cash payments that may be required of an owner or developer as a substitute for parkland dedication, usually calculated in dollars per lot or square foot of land or building area, and referred to as in lieu fees or in lieu contributions. See **Park Acreage Standards** and **Park(s)**.

Dedication of Land – The turning over of private land for public use by an owner or developer, and the acceptance of land for such use by the governmental agency having jurisdiction over the public function for which it will be used. Dedications for roads, parks, school sites, or other public uses are often made conditions for approval of a development. See **Development**, **Development Fees**, **Development Rights**, **Direct Nexus**, **Mandatory Dedication**, **Parkland Dedication Ordinance**, **Quimby Act**, and **Roughly Proportional**.

Dedication, **Parks and Open Space** – Lands acquired for parks and open space purposes and formally dedicated under law for that purpose.

Deductible Contribution – A contribution (gift) to a charitable cause that is allowed as a deduction from taxable income by the Internal Revenue Service. Corporate contributions to social programs and organizations are in some cases assumed as business expenses. See **Foundations** and **Non-Profit Organization**.

Deliverables – The sum of the drawings, specifications commentary, models, etc., prepared by the offeror in response to a Request for Proposal. Deliverables are sometimes referred to as "submittal requirements" in some RFPs.

Demand – Level of requests for service that determines the types and scope of service delivery. For example, as California's senior population increases, the demand for recreation services to accommodate this aging population will increase.

Demand Analysis (Recreation) – The collection and analyzing of data about people's recreation preferences. When the participation rate is known, then facility requirements can be accurately projected. This system of projecting need is highly theoretical and relies upon mathematical models for weighing many variables.

Demonstration Grant – A grant that supports a model program that can be replicated by other entitles. See **Enterprise Fund**.

Density Bonus – The allocation of development rights that allows a parcel to accommodate additional square footage or additional residential units beyond the maximum for which the

parcel is zoned, usually in exchange for the provision or preservation of an amenity at the same site or at another location, for a park area, for example. See **Allocation**, **Development Rights**, **Parcel Tax**, and **Zoning**.

Density of Population – A planning term used to describe the relative concentration of population in an area. It is usually expressed as persons per acre, dwelling units per acre or persons per square mile.

Department – The basic unit of service responsibility, encompassing a broad mandate of related activities, as in the Public Works Department, the Department of Parks and Community Services, the Department of Fish and Game, and the like.

Department of Boating and Waterways (DBW) – The Department of Boating and Waterways helps develop convenient public access to California waterways and promotes on-the-water safety. Departmental funding comes from vessel registration fees, boating fuel taxes, and boating facility construction loan payments. www.dbw.ca.gov

Department of Conservation (DOC) – The Department of Conservation administers a variety of programs to ensure the wise use and conservation of the State's land, energy and mineral resources. The DOC works with landowners, local governments, and researchers to conserve farmland and open space through conservation easements, tax incentives, and mapping and monitoring farmland. DOC programs help preserve and enhance the rural agricultural lifestyle, character and landscape. Rural landscapes are important to the sightseeing and traveling public and help maintain the quality of life in California. www.consrv.ca.gov

Department of Fish and Game (DFG) – The Department of Fish and Game administers over 906,000 acres of land and water resources that are either owned by the state or are under management agreements with the state. The various land and water resources are classified as wildlife areas, ecological reserves, public access, fish hatcheries or are undesignated. The state acquired these lands to provide public outdoor recreational use opportunities and to protect and enhance habitat for a wide array of plant and wildlife species, including many threatened or endangered species.

The DFG also enforces the state's Fish and Game Code, wetlands regulation, permitting and mitigation, streambed alteration permitting, statewide oversight for conservation planning, as well as overseeing partnerships and related programs and administration of the California Endangered Species Act, including plant and animal species listing. www.dfg.ca.gov

Department of Forestry and Fire Protection (CDF) – The California Department of Forestry and Fire Protection is dedicated to the fire protection and stewardship of over 31 million acres of privately owned wildlands. For many outdoor recreationalists, CDF is often the first responder during medical emergencies, auto accidents, search and rescues, and civil disturbances. Fire prevention and fire safety programs remain a high statewide CDF priority. www.fire.ca.gov

Department of the Interior – Congress created the Department of the Interior in 1849. The Department's recreation responsibilities include administration of the nation's scenic and historic areas, the multiple uses of public lands, recreational use of federal reservoirs, the conservation and management of fish and wildlife resources, the coordination of federal and state recreation programs and services and the programs benefiting Native Americans. Four key agencies or

bureaus within the department provide the public outdoor recreation resources and programs in California.

Department of Parks and Recreation (DPR) – The Department of Parks and Recreation is responsible in managing more than 270 park units in the State of California in order to preserve the state's biological diversity, protect natural and cultural resources, and to create high-quality outdoor recreation opportunities.

Department of Water Resources (DWR) – The Department of Water Resources develops and manages the State's water resources to supply quality water for municipal, industrial, agricultural, and recreational uses. The DWR is also responsible for maintaining adequate water to sustain fish populations and for the protection and enhancement of habitat and wildlife. DWR also plans, designs, constructs, operates and maintains the State Water Resources Development System. The DWR is additionally responsible for protecting and restoring the Sacramento-San Joaquin Delta, regulating dams, controlling floods, educating the public and serving local water needs. http://www.dwr.water.ca.gov/

Depreciation – The wearing out of equipment, machinery, etc. by a dollar amount that reduces taxable income.

Design-Bid-Build: – The Project delivery approach where the Owner commissions an architect or engineer to prepare drawings and specifications under a design services contract, and separatetely contracts for at-risk construction, by engaging a contractor through competitive bidding or negotiation.

Design-Build – Also know as "design-constructor" "single responsibility." Design-Build is a system of contracting under which one entity performs both architecture/engineering and construction under one single contract. See **Design Proposal**, **Management Proposal**, **Stipend**, **Turnkey**, and **Two-Phase Selection Process**.

Design-Builder – The entity contractually responsible for delivering the project design and construction. The Design-Builder can assume several organizational structures. Most common would be a firm possessing both design and construction resources in-house, a joint venture between designer and contractor, a contractor led team with the designer in a subcontract role, or a designer-led team with the constructor in a subcontractor role.

Design Proposal – That portion of a Design-Build Proposal which contains design factors, usually including function, layout, materials, aesthetics and specifications. The Design Proposal falls under the general category of qualitative evaluation factors. See **Design-Build**.

Design Review – The process by which a decision-making body considers a project's consistency with the design standards and guidelines established for new development or alterations. See **Design Review Committee**.

Design Review Committee – A group appointed to consider the design and aesthetics of development within design review zoning districts. See **Design Review** and **Zoning**.

Deteriorated Parks Facilities – The degraded features in a park that physically or visually impair or inhibit use of the park.

Determination of Eligibility – A determination that a historic property meets the criteria for being listed on the National Register of Historic Places, and although it is not actually listed, it is afforded the same protection under Section 106 as a listed property; properties determined eligible for listing on the California Register by the State Historical Resources Commission are afforded similar consideration under CEQA. See **CEQA** and **National Register of Historic Places**.

Developable Land – Land which is suitable as a location for structures and which can be developed free of, or with minimal development constraints, and without disruption of, or significant impact on, natural resources. See **Development** and **Undevelopable**.

Developed (as in park and recreation) – Park acreage that has received a level of improvements at least equal to the basic landscaping associated with Phase I development, i.e. grading, drainage, turf, trees, and irrigation. See **Development**, **Phase I** and **Phase II Development**.

Development (Grants) – As used by the California Department of Parks and Recreation, Office of Grants and Local Services, means 'improvements to real property by construction of new facilities or renovation or additions to existing facilities'. See **Capital Improvement Program**, **Capital Projects**, **Carrying Capacity**, **Cluster Development**, **Community Development Block Grant**, **Conservation Easement**, **Dedication**, **Dedication of the Land**, **Density Bonus**, **Design Review**, **Developable Land**, **Developed**, **Development Fees**, **Development Rights**, **Direct Nexus**, **Exaction**, **Floor Area Ratio**, **General Plan**, **Habitat Conservation Plan**, **Impact Fees**, **In-fill Development Interest**, **Interest**, **Land-Banking**, **Land Use Plan**, **Master-Planned Development**, **Mello-Roos**, **NCCP**, **NIMBY**, **Phase 1 Development**, **Phase II Development**, **Planned Unit Development**, **Project**, **Redevelopment**, **Public Finance**, **Smart Growth**, **Urban Renewal**, **Variance**, and **Zoning District**. www.parks.ca.gov

Development Fees – Fees charged to developers or builders as a prerequisite to construction or development approval. The most common are:

- Impact fees (such as parkland acquisition fees, school facilities fees or street construction fees) related to funding public improvements which are necessitated in part or in whole by the development
- Utility connection fees (such as water line fees) to cover the cost of installing public services to the development
- Permit fees (such as building permits, grading permits, sign permits) for the administrative costs of processing development plans
- Application fees (rezoning, variance, etc.) for the administrative costs of reviewing and hearing development proposals

See **Administrative Costs**, **Dedication of Land**, **Development**, **Direct Nexus**, **Exaction**, **Impact Fees**, **Infrastructure**, **Land-Secured Bonding Mechanism**, **Mello-Roos**, **Nexus Study**, **Proposal**, and **Quimby Act**.

Development Rights, **Transfer of (TDR)** – A program which can relocate potential development from areas where proposed land use or environmental impacts are considered undesirable to another site chosen on the basis of its ability to accommodate additional units of development beyond that for which it was zoned, with minimal environmental, social, and aesthetic impacts. See **Dedication**, **Dedication of Land**, **Density Bonus**, **Development**, **Roughly Proportional Test**, and **Zoning**.

Direct Cost – Program or project costs. See **Indirect Expense**.

Direct Impacts – Primary environmental effects that are caused by a project and occur at the same time and place. See **Environmental Assessment**.

Direct Loan – Loan to organizations or individuals for various purposes for a specified period of time with a reasonable expectation of repayment.

Direct Nexus – Legal term meaning a direct relationship or connection between a development fee or land dedication and the project on which it is imposed. For example, a coastal developer must provide access for public viewing if the development obstructs the publics' view of the ocean. See **Access (Egress/Ingress)**, **Dedication of Land**, **Development**, and **Development Fees**. www.lib.berkeley.edu/ENVI/landuse.html

Direct Payment/Specified Use – Financial assistance provided directly to individuals, private firms and other private institutions to encourage or support a particular activity. Usually there is a condition for receipt of the assistance based on a particular performance by the recipient.

Direct Payment/Unrestricted Use – Financial assistance provided to beneficiaries who satisfy eligibility requirements with no restrictions imposed on the recipient as to how the money is spent.

Direct Selection – Also known as "Qualifications Base Selection," a form of selection based upon qualifications of the offeror for the project; followed by negotiation to determine contract cost.

Director – The Executive Officer of an organization or agency. For example, the Director of the California Department of Parks and Recreation. See **Advisory Board of Directors**, **Board of Directors**, **Brown Act**, **California Association of Council of Government**, **Citizen Advisory Committee**, **Foundation**, **National Association of State Park Directors**, and **Trustee**.

"Dirt Bond" – Another name for the Mello-Roos bond, so-called because it is backed by the value of the land involved, not by general tax revenue. See **Community Facilities District**, **Land-Secured Bonding Mechanism**, **Mello-Roos**, and **Mello-Roos Bond**. www.mello-roos.com and www.lib.berkeley.edu/ENVI/landuse.html

Disability – Physiological or psychological loss or impairment of function due to illness or injury. Depending on the extent of the disability or compensatory ability of the individual, there may be little or no handicap as a result. Disability can be temporary or permanent. www.disabilityinfo.gov

Discretionary Grant – Grant who's funding is subject to the discretion of the grantor.

Distribution Committee – the governing body responsible for making grant decisions. For community foundations, it is intended to be broadly representative of the community served by the foundation.

District – Any regional park district, regional park and open-space district, or regional open-space district formed pursuant to the Public Resources Code, Article 3 (commencing with §5500) of Chapter 3. Any recreation and park district formed pursuant to Chapter 4, Public Resources Code, (commencing with Code § 5780) or an authority formed pursuant to Division 26

(commencing with Code § 35100). See **Assessment District**, **Community Facilities District**, and **Special District**.

Disturbance of an Archaeological Site (Public Resources Code § 5097.5) – Section 5097.5 makes it a misdemeanor for anyone to knowingly disturb an archaeological, paleontological, or historical feature situated on public lands. See **Archaeological Resources Protection Act of 1979**.

Division – A sub-unit of a department that encompasses more specific functions of that department and may consist of several activities, e.g., Seniors Division, Parks and Operations Division and Team Sports Division.

Dog Park – A specifically designated recreational facility where dogs are allowed to be off-leash while still under voice control by their handlers.

Donated Equipment – Surplus furniture, office machines, paper, appliances, laboratory apparatus, or other items that may be given to charities, schools, or hospitals.

Donated Land – Land or developed property. Institutions of higher education often receive gifts of real estate; land has also been given to community groups for housing development or for parks or recreational facilities.

Donated Products – Organizations sometimes give away what they make or produce. Product donations may include periodic clothing donations to a shelter for the homeless or regular donations of pharmaceuticals to a health clinic resulting in a reliable supply.

Donee – The recipient of a grant also known as the grantee or the beneficiary. See **Beneficiary** and **Grantee**.

Donor – The individual or organization that makes a grant or contribution (Also know as the grantor). See **Community Foundations**, **Company-Sponsored Foundation**, **Endowment**, **Foundation**, **Grantor**, **Letter of Inquiry/Letter of Intent**, **Match**, and **Transfers**.

Down zone – This term refers to rezoning of land to a more restrictive or less intensive zone (for example, from multi-family residential to single-family residential or from residential to agricultural). See **Zoning**.

Dunn Foundation – A grant making and operating foundation that undertakes projects that promote an understanding of the visual environment and help communities make and implement informed decisions about community appearance. See **Grants**. http://www.dunnfoundation.org

E

Easement – A written interest or use of land owned by another that entitles its holder to a specified limited use. Usually the right to use property owned by another for specific purposes. For example, easements can include roads, agricultural preservation, scenic, wildlife, open space, preservation, construction, and public utility easement. An easement may remain regardless of land ownership. See **Conservation Easement**, **Greenway**, **Land Conservancies and Land Trusts**, **Interest**, and **Offer To Dedicate (OTD)**. www.lib.berkeley.edu/ENVI/landuse.html

Eco-Recreation, aka Eco/Cultural-Tourism and "Eco-Rec"– Low-impact recreation where the natural and/or cultural resources utilized are the major attraction; outdoor recreation opportunities dependent upon a diverse and undisturbed landscape setting; recreational opportunities and facilities using alternative, sustainable design (such as solar/wind power and composting toilets) so as not to impact the natural/cultural resources. See **Commercial Recreation** and **Tourism**.

Ecological Assessment – A comprehensive assessment of the entire area potentially affected by development or proposed as a mitigation site. An ecological assessment includes an evaluation of both the biotic and abiotic components of the subject area. See **Ecological Sustainability**, **Ecosystem**, **Mitigation**, and **Mitigation Measure**.

Ecological Sustainability – Maintenance or restoration of the composition, structure, and processes of ecosystems, including the diversity of plant and animal communities and the productive capacity of ecological systems. Important to park and recreational professionals as all life is dependent on ecological sustainability. See **Ecological Assessment** and **Ecosystem**.

Economic Multipliers – Numerical measurements of the total effect of recreation spending on the economy of a local community; economic impact assessments made by managers of park, recreation and resource areas at all levels and even special events. Park and recreation managers can similarly use multipliers to perform economic impact assessments.

Ecosystem – A dynamic complex of plant, animal, fungal, and microorganism communities and their associated nonliving environments interacting as any ecological unit. See **Adaptive Land Use Management**, **Biocorridor**, **Biodiversity**, **California Environmental Quality Act**, **Conservation**, **Ecological Assessment**, **Ecological Sustainability**, **Environment**, and **Native Species**. http://ceres.ca.gov/ceqa/ and http://opr.ca.gov

Education Revenue Augmentation Fund (ERAF) – The State fund used to collect the property taxes that are shifted from cities, counties and special districts within each county, prior to their distribution to K-12 school agencies. www.co.shasta.ca.us/departments/TTC/piechart.htm

Element (as in General Plan) – A chapter or section of the general plan that addresses a specific topic and sets forth public policies and programs pertaining to that topic. California Planning Law mandates that each city and county prepares and adopts a general plan containing at least seven specified elements (land use, circulation, open space, conservation, noise, safety, and housing). 'Parks and Recreation' and 'Historic Preservation' are one of many optional elements. See **Comprehensive Plan**, **General Plan**, and **Specific Plan**.

Eligible Applicants – Identifies the groups and individuals who may apply for a program. Applicants are classified into one or more of the following categories: state government, county government, cites, individuals, for-profit organizations, non-profit organizations, regional agencies and others. See **Applicant**, **Application Procedures and Deadlines**, **Non-Motorized Trails Grant Programs**, and **Non-Profit Organization**.

Emergency – A sudden, unexpected occurrence, involving a clear and imminent danger, demanding immediate action to prevent or mitigate loss or damage to life, health, property, or essential public services. These may be natural occurrences such as fire, flood, earthquake, or earth movements, or the result of human actions, such as riot, accident, or sabotage and repairs to public service facilities necessary to maintain service.

Emergency Funds – One-time grants to cover the immediate short-term funding needs of a recipient organization on an emergency basis.

Emergency Operations Center (EOC) – Refers to a centralized location where designated city, county, or district staff manages responses to a specific emergency, for example, wildfire, flood, earthquake, and terrorism.

Eminent Domain – The right of a government entity to appropriate private property for public use.

Employee Matching Gift – A contribution to a charitable organization by a company employee that is matched by a contribution from the employer. A state department or corporation might for instance, have employee matching gift programs that match employee time donated in a mentoring program or in higher education that encourage their employees to give to colleges or universities.

Employee-Related Scholarship – Scholarship programs funded by a company sponsored foundation usually for children of employees; programs are frequently administered by the National Merit Scholarship Corporation, which is responsible for selection of scholars. See **Company-Sponsored Foundation**.

Employee Volunteer Services – Efforts through which a company promotes involvement with nonprofits on the part of employees.

Encumbrances – Obligations in the form of purchase orders, contracts, salaries, and other commitments chargeable to an appropriation for which a part of the appropriation is reserved. It is also an amount of money committed for the payment of goods ordered but not yet received. See **Appropriation**, **Beginning Fund Balance**, **Contract (Grants)**, and **Obligations**.

Endangered Species – A species of animal or plant is considered to be endangered when its prospects for survival and production are in immediate jeopardy from one or more causes. The U.S. Fish and Wildlife Service and/or the California Department of Fish and Game make this designation. See **California Environmental Quality Act**, **Endangered Species Act of 1973**, **Habitat Conservation Plan**, **Incidental Take**, **National Environmental Policy Act**, and **Threatened Species**. http://endangered.fws.gov/

Endangered Species Act of 1973 (ESA) – Federal and state legislation that provides protection for species that are in danger of extinction; species of animal or plant listed in Code § 670.2 or

670.5, Title 14 of the California Administrative Code; or Title 50, of Federal Regulations, Code § 17.11 or Code § 17.2, pursuant to the federal Endangered Species Act designating species as rare, threatened or endangered. See **California Environmental Quality Act**, **Conservation Planning**, **Endangered Species**, **Habitat Conservation Plan**, and **National Environmental Policy Act**. http://endangered.fws.gov/esa.html

Ending Fund Balance – Funds remaining at the end of the fiscal year. Within a fund, the revenue on hand at the beginning of the fiscal year, plus revenues received during the year, less expenses equals the ending fund balance. See **Beginning Fund Balance**, **Carryover**, **Expenditures**, **Fiscal Year**, and **Revenues**.

Endowment – Funds legally designated by the donor to be kept permanently and invested to provide income for support of an organization or a specific aspect of its work. See **Capital Campaign**, **Capital Support**, **Community Foundations**, **Community Funds**, **Corporate Giving Program**, **Donor**, and **Flow-through Funds**.

Enterprise – A governmental facility or service that is self-supporting through fee and charge revenue. In the enterprise activities, revenues can also be classified as operating or non-operating. Operating revenues are those revenues directly related to the fund's primary service activity and consist primarily of user fees and charges. Non-operating revenues are incidental to, or by-products of the enterprise's primary service. See **General Fund** and **Operating Budget**.

Enterprise Fund – The fund used to account for operations that are financed and operated in a manner similar to private business enterprises, wherein the stated intent is that the costs (including depreciation) of providing goods and services be financed from revenues recovered primarily through user fees. See **Demonstration Grant**.

Entitlement – A permit or other instrument typically granted by local governments entitling the holder to develop or improve land and/or existing structures and facilities.

Environment – The physical conditions that exist within an area that will be affected by a proposed project. The California Legislature defined 'environment' to refer to "the physical conditions which exist within the area which will be affected by a proposed project, including land, air, water, noise, objects of historic or aesthetic significance. See **Ecosystem** and **Native Species**. http://www.epa.gov/

Environmental Analysis – The task of addressing the potential impact of any given plan or development project on the state's environment, an analysis that can range across any number of topics including air pollution, toxics, and impacts on plants, animals and historical resources. See **Project**. www.lib.berkeley.edu/ENVI/landuse.html

Environmental Assessment – An Environmental Assessment is the National Environmental Policy Act (NEPA) analog to an Initial Study under the California Environmental Quality Act (CEQA). After determining that a proposed action is not categorically exempt, a federal agency generally prepares an Environmental Assessment. Like a CEQA Initial Study, an Environmental Assessment has several purposes. It helps the federal agency determine whether an Environmental Impact Statement (EIS) is required by briefly evaluating whether a proposed action may have significant environmental effects. If an agency decides that an EIS is not required, the Environmental Assessment provides the documentation to support a 'Finding of No Significant Impact' (FONSI). When an agency decides an EIS must be prepared, the

Environmental Assessment helps determine the scope and content of the EIS. An Environmental Assessment is a formally recognized part of the NEPA process and should be distinguished from informal studies that are often referred to as environmental assessments. See **California Environmental Quality Act**, **Direct Impacts**, **Environmental Impact Statement**, **Finding of No Significant Impact**, **Indirect Impacts**, **Level-One Environmental Assessment**, **National Environmental Policy Act (NEPA)**, and **Project**. www.ceres.ca.gov/ceqa

Environment-Based Education – Focus is on using the environment to engage students in their education through "real-world" learning experiences, with the goals of helping them achieve higher levels of academic success as well as an understanding of and appreciation for the environment. See **Environmental Education**.

Environmental Capacity – The capability of the environment either to accommodate changes induced by human activities without long-term damage, to sustain natural resources for future developments or to assimilate the residuals generated by such activities.

Environmental Documents – A shorthand way of referring to Initial Studies, Negative Declarations, draft and final EIRs, documents prepared as substitutes for EIRs and Negative Declarations and documents prepared under NEPA and used in the place of an Initial Study, Negative Declaration, or an EIR. Also refers to the environmental documents prepared for CEQA compliance.

Environmental Education – Focuses on environmental "literacy." Learning about and caring for the total environment, understanding how humans interact with and are dependent on natural ecosystems, and developing critical-thinking skills to resolve environmental issues. See **Environment-Based Education**. http://ceres.ca.gov/education/

Environmental Enhancement and Mitigation Program (EEMP) – This program, administered by the California Resources Agency and the California Department of Transportation, provides for the mitigation of the environmental impacts of new or modified public transportation facilities. Local agencies have been successful in receiving grant funds for interpretive trails, for example.

Environmental Defense Fund (EDF) – This program focuses on a broad range of regional, national and international environmental issues. They are dedicated to protecting the rights of clean air, clean water, healthy, nourishing food, and a flourishing ecosystem. http://www.edf.org

Environmental Impact Report (EIR) – A detailed informational document prepared by the lead agency responsible for carrying out a project as part of the CEQA public review process that describes and analyzes a project's potential significant environmental effects and discusses ways to mitigate or avoid those effects. See **California Environmental Quality Act**, **Environmental Impact Statement**, **Findings**, **Impact Analysis**, **Initial Study**, **Level-One Environmental Assessment**, **Negative Declaration**, **Notice of Availability**, **Notice of Completion**, **Notice of Determination**, **Notice of Exemption**, **Notice of Preparation**, and **Tiered Approach/Tiering**. www.lib.berkeley.edu/ENVI/landuse.html

Environmental Impact Statement (EIS) – The equivalent of an Environmental Impact Report, as prepared under federal law. See **Environmental Assessment**, **Environmental Impact Report**, **Master Environmental Assessment**, and **National Environmental Policy Act (NEPA)**. www.lib.berkeley.edu/ENVI/landuse.html

Environmental License Plate Fund – The California Environmental License Plate Fund is a program administered by the California Department of Motor Vehicles. The program generates revenue for a variety of programs and activities throughout California, including:

- The protection of threatened and endangered plants and animals
- The enhancement and restoration of fish and wildlife habitat at key locations around the State
- The purchase and restoration of sensitive natural areas for the California State Park System and for local and regional parks
- The reduction of soil erosion and the discharge of sediment into Lake Tahoe, including the restoration of disturbed wetlands and sensitive stream areas
- A wide variety of environmental education programs that actively involve schools, wildlife areas, community groups, and other public and private partners across California

Environmental Living Programs (ELP) – Offer children overnight park experiences that explore the interaction between people and their environment. Immersed for a brief time in the lifestyles and technologies of the past, students learn firsthand from their experiences and use this information to understand elements of the culture or era they have studied.

Environmental Protection Agency (EPA) – The mission of the U.S. Environmental Protection Agency is to protect human health and safeguard our environment. http://www.epa.gov/

Environmental Scan – A situational analysis involving identification of agency strengths and weaknesses, and external opportunities and threats, for the purpose of developing a strategic approach to planning.

Environmental Studies Programs (ESP) – Goals are similar to Environmental Living Programs, but are organized without the overnight stay. ESP's are, however, structured to provide equally informative experiences in the allotted time.

Environmentally Sensitive Habitat Area (ESHA) – Any area in which plant or animal life or their habitat are either rare or especially valuable because of their special nature or role in an ecosystem and which could be easily disturbed or degraded by human activities and development. Public Resources Code § 30108.5. www.lib.berkeley.edu/ENVI/landuse.html or www.coastal.ca.gov/recap2/glossary.pdf

Equestrian Trail – Trails developed for horseback riding. Equestrian trails are frequently looped trails located in larger parks and natural resource areas. Sometimes these trails are developed as multipurpose, with hiking and all-terrain biking where conflicts can be controlled. See **Trail(s)**.

Erosion – The loosening and transportation of rock and soil debris by wind, rain, running water, wave action and human activity. See **Greenbelt** and **Greenway**.

Exaction – The process of shifting forward to new development the cost of infrastructure, the need for which is generated by new residents. Park land and the development of recreation facilities can be exacted from a developer as land, cash in lieu of land and/or an impact fee as a condition of subdivision map approval; usually refers to mandatory dedication or fee in lieu of dedication. See **Dedication**, **Development**, **Development Fees**, **Impact Fees**, **Infrastructure**,

Inverse Condemnation, **Nexus Study**, **Rational Nexus Test**, **Subdivision**, and **Subdivision Map Act**.

Exchange Programs – Usually refers to funds for educational exchange programs for foreign students.

Executive Summary – A synopsis of a project that presents key facts such as the amount of money requested, the outcomes that will be achieved, and need for the proposed project.

Exhibitions – Awards to institutions such as museums, libraries, or historical societies specifically to mount an exhibit or to support the installation of a touring exhibit.

Exhibits – To display something for public inspection. Exhibits can be on a variety of subjects including natural, cultural or recreational information. Exhibits can take many forms, including signs, displays, hands-on experiences, or all these elements. See **Interpretive Exhibits**.

Exotic Species (or alien, non-native or non-indigenous species) – A species occurring in an area outside of its historically known natural range that has been intentionally introduced or has inadvertently penetrated the system. Also known as introduced, non-native, non-indigenous or ornamental species. Star thistle and pampas grass are two common exotic and invasive species in California. See **Non-native Species**.

Expenditure – The actual spending of funds authorized by an appropriation. Expenditures can be divided into the following classes of individual line items (example only):

- Employee Services
- Other Services and Supplies
- Equipment
- Contractual obligations
- Debt Service
- Capital Improvement Project or Grant Labor Offset

See **Appropriation**, **Balanced Budget**, **Budget**, **Capital Outlay Budget**, **Contract (Grants)**, **Ending Fund Balance**, **Funding Sources**, **Inflationary Increase**, **Projected Expense**, **Proposed Budget**, **Revenue**, and **Surplus**.

Expenditure Responsibility – Grants by private foundations to traditional nonprofit organizations such as faith based groups, medical facilities, and other publicly supported agencies are presumed to be charitable and require no extra documentation for the Internal Revenue Service. Grants to any other type of organization, another private foundation, a profit-making business, a civic league, labor organization, and others, require the private foundation to exercise additional responsibility to be certain the funds are expended in an acceptable manner. Specifically, the foundation must ensure that the grant is used solely for the purpose for which it was made, must obtain complete reports from the grantee on how the funds were spent, and must report in detail to the Internal Revenue Service on any such expenditures.

F

Facility Space Standards – An expression of the amount of space required for a specific recreation facility, such as a children's playground, picnic area, community center or softball diamond.

Faculty/Staff Development (Grants) – Grants to institutions or organizations to train or further educate staff or faculty members.

Family Foundation – An independent private foundation with funds derived form an individual or members of a single family. Family members often serve as officers or board members of the foundation and have a significant role in grant-making decisions. Family foundation is not an IRS designation. See **Independent Foundations**.

Fast Track Construction – A scheduling process in which design and construction activities overlap. Design documents and equipment and trade subcontracts are released incrementally or in phases.

Feasibility Study – A feasibility study is an examination of the market or demand for a product or service to detect the success and feasibility of new projects. It provides information on the market and the possibilities for investment. It is important to conduct a feasibility study before the start of a new project to determine the chances of success based on demands, needs, and risks.

Federal Aid in Sport Fish Restoration Act (Dingell-Johnson Act & Wallop-Breaux Amendment – Passed by Congress in 1950, the Dingell-Johnson Sport Fish Restoration Act provides financial assistance for state programs to manage, conserve, and restore fishery resources. This program is funded by federal excise taxes on fishing equipment manufacturing, including rods, reels, lines, hooks and lures.

The Wallop-Breaux amendment, officially called the Aquatic Resources Trust Fund, was passed in 1984 to improve state funding. Under the legislation, the Coast Guard Recreational Boating Safety program and the U.S. Fish and Wildlife Sport Fish Restoration program provided two separate funds under the same Wallop-Breaux umbrella. Trust fund receipts are generated through federal excise taxes on recreational fishing equipment and tackle, motorboat fuels, pleasure boats and yachts. The state grant programs funded through Wallop-Breaux are paid for by boaters and fishermen with no general tax revenues involved. The Federal government collects the excise taxes directly from the manufacturers and awards state grants for up to 75% of the approved project costs. The trust fund can be used to enhance access to public waters, conduct fish research, restore coastal wetlands, provide education on aquatic resources, boating safety, managing human waste and enhancing fish habitat. See **Aquatic Resources Trust Fund**.

Federal Aid in Wildlife Restoration Act (Pittman-Robertson Act) – Approved by Congress in 1937 this Act funds the selection, restoration, rehabilitation and improvement of wildlife habitat, wildlife management research, hunter training and the development, operation and maintenance of public target ranges. Funds come from an 11 % Federal excise tax on sporting arms, ammunition, and archery equipment, and a 10 % tax on handguns. Funds are collected annually from manufacturers and apportioned to each state. Only state agencies are eligible to receive

these grant funds. The grant amount is based on a formula considering the total area of the state and the number of licensed hunters in the state. The cost-reimbursable program requires the state to cover the full cost of a project before Federal Aid reimburses up to 75 % of the costs.

Federal Coastal Act, aka **The Federal Coastal Zone Management Act of 1972** (16 U.S.C. § 1451, et seq.,) as amended – Federal Consistency Review, as described in the 1972 Federal Coastal Zone Management Act, requires approved coastal management programs. They are responsible for reviewing proposed federal activities to assess their consistency with the state program. These activities, within the coastal zone or outside the coastal zone, that affect any land or water use or natural resource of the coastal zone shall be carried out in a manner which is consistent with the enforceable policies of the coastal management program. See **Coastal Act Policies** and **Coastal Zone**. www.coastal.ca.gov

Federal Energy Regulatory Commission (FERC) – The Federal Energy Regulatory Commission is an independent regulatory agency within the Department of Energy that licenses and inspects private, municipal and state hydroelectric projects, and oversees environmental matters related to natural gas, oil, electricity and hydroelectric projects. Many of these hydroelectric projects have a significant influence on the provision of outdoor recreation opportunities in California. http://www.ferc.fed.us/

Federal Funding Sources – See www.nrpa.org

- Department of Agriculture, www.fns.usda.gov/cnd/
  Food Nutrition Service
  - Child and Adult Care Food Program
  - Summer Food Service Program
- Forest Service, www.fs.fed.us/
  Urban and Community Forestry
- Natural Resources Conservation Service, www.nhq.nrcs.usda.gov
- Conservation Technical Assistance, http://www.nrcs.usda.gov/programs/cta/
- Resource Conservation and Development
- Department of Commerce, http://www.ntia.doc.gov/otiahome/top/grants/application.htm
  Technology Opportunities Program
- Department of Education, www.ed.gov
  21st Century Community Learning Centers
  Rehabilitation Services Special Recreation Program
- Department of Health and Human Services, www.acf.dhhs.gov/programs/cbb
  Administration for Children and Families:
  - Child Care Development Block Grant
  - Substance Abuse and Mental Health Services Administration
  - Minority Community Health Coalition Demonstration
- Department of Housing and Urban Development, www.hud.gov/bedifact.cfm
  Brownfields Economic Development Initiative
  Community Development Block Grant Entitlements Programs
  HUD E-Maps
- Department of the Interior, www.doi.gov
  - Fish and Wildlife Service
    - Aquatic Resource Education
    - Boating Infrastructure Grants Program, www.boatus.com/gov

Clean Vessel Act Pumpout Grant Program, www.iafwa.org/
Hunter Education Program
National Coastal Wetlands Conservation Grants Program
Sport Fish Restoration Act, www.iafwa.org/
Wildlife Conservation and Restoration Program www.iafwa.org/
Wildlife Restoration Act, www.iafwa.org/

National Park Service, www.nps.gov/

Cultural Preservation Assistance Program
Federal Lands to Parks
Land and Water Conservation Fund
Rivers, Trails and Conservation Assistance
Urban Park and Recreation Recovery Program

- Department of Justice, www.usdoj.gov
  - Incentive Grants for Local Delinquency Prevention Programs (Title V)
  - Gang Free Schools and Communities Initiative
  - Safe and Drug-Free Schools and Communities
  - Weed and Seed
- Department of Labor, www.dol.gov
- Youth Opportunity Grants, http://www.doleta.gov/youth_services/
  - Young Offender Initiative
- Department of Transportation, www.fhwa.dot.gov/environment/cmaq.htm
  - Federal Highway Administration
    - Congestion Mitigation and Air Quality Improvement Program
    - Recreation Trails Program
    - Transportation Enhancements (TEA-21)
    - Coast Guard
      - Recreational Boating Safety
- Environmental Protection Agency, www.epa.gov/
  - Brownfields Assessment Demonstration Pilots
  - Brownfields Cleanup Revolving Loan Fund Pilots
  - Children's Health Protection
  - Environmental Education Grants Program
  - Environmental Justice Grants to Communities
  - Technical Assistance Grants Program
- Federal Emergency Management Agency (FEMA) http://www.fema.gov/

See **Community Development Block Grant**, **Grantee**, **Grants**, **Intermodal Surface Transportation Efficiency Act (ISTEA)**, **Land and Water Conservation Fund (LWCF)**, **Match**, and **Miscellaneous Funding Source**.

Federal Funds – Financial assistance appropriated by the administering Federal agency. See **Cost Sharing Factor**, **Land and Water Conservation Fund (LWCF)**, **Native American Graves Protection**, **North American Wetlands Conservation Act**, and **Regional Bodies**.

Federal Historic Preservation Tax Incentives – The program encourages private sector rehabilitation of historic buildings and promotes economic revitalization. It also provides a strong alternative to government ownership and management of such historic properties. The Federal Historic Preservation Tax Incentives are available for buildings that are National Historic Landmarks, that are listed on the National Register, and that contribute to National Register Historic Districts and certain local historic districts. Properties must be income producing and

must be rehabilitated according to standards set by the Secretary of the Interior for historic properties. The program rewards private investment in rehabilitating historic buildings. Prior to the program, the U.S. tax code favored the demolition of older buildings over saving and re-using them. Starting in 1976, the Federal tax code became aligned with national historic preservation policy to encourage voluntary, private sector investment in preserving historic buildings. www.achp.gov/funding-fedtax.html

Federal Lands to Parks (FLP) – The National Park Service administers this program, which helps communities create new parks and recreation areas by transferring surplus federal land to state and local governments. When federal land (such as a military base) becomes available for reuse, the notices of availability are reviewed by the NPS and they notify relevant state, regional and/or local park agencies. Former federal lands can meet a number of community reuse purposes and will remain available for public beneficial use, subject to accepted stewardship principles and practices. See **National Park Service**.

Federal Register – Published by the Office of the Federal Register, National Archives and Records Administration (NARA), the Federal Register is the official daily publication for rules, proposed rules, and notices of Federal agencies and organizations, as well as executive orders and other presidential documents. See **Source of Funds and Aid**.

Federal Standards – Laws, executive orders and regulations that are upheld by the federal government. For a complete listing of federal government standards that affect natural areas, historic properties, recreation sites and activities. This web site will list all regulations, standards and executive orders in full text. www.cr.nps.gov/linklaws.htm

Federated Giving Program – A joint fundraising effort usually administered by a nonprofit umbrella organization, which in turn distributed contributed funds to several nonprofit agencies. The United Way and community chests or funds, the United Negro College Fund, and joint art councils are examples of federated giving programs.

Fellowship Funds – Usually indicates funds awarded to educational institutions to support fellowship programs.

Final Map Subdivision – Final map subdivisions (also called tract maps or major subdivisions) are land divisions which create five or more lots. They must be consistent with the general plan and are generally subject to stricter requirements than parcel maps. Such requirements may include installing road improvements, the construction of drainage and sewer facilities, schools, parkland dedications, and open space. See **General Plan**, **Subdivision**, and **Subdivision Map Act**.

Finding of No Significant Impact (FONSI) – The Finding of No Significant Impact is the alternative to the preparation of an Environmental Impact Statement (EIS), which takes place after an Environmental Assessment in the NEPA process (Federal version of CEQA). See **Environmental Assessment** and **National Environmental Policy Act (NEPA)**.

Findings (CEQA) – Written legal conclusions prepared by a public agency that explain the disposition of each significant environmental effect and alternative identified in an Environmental Impact Report. See **California Environmental Quality Act (CEQA)** and **Environmental Impact Report**.

Fire Hazard Zone – An area where, due to slope, fuel, weather, or other fire-related conditions, the potential loss of life and property from a fire necessitates special fire protection measures and planning before development occurs. See **Fuel Break**, **Greenbelt**, and **Greenway**. http://www.realtydisclosure.com/fire.html

Fiscal Sponsorship – Affiliation with an existing nonprofit organization for the purpose of receiving grants. Grant seekers may either apply for federal tax-exempt status or affiliate with a nonprofit sponsor.

Fiscal Year – The calendar boundary for a governing body's spending plan; varies among agencies, but typically July 1 – June 30. The federal fiscal year is October 1 – September 30. Fiscal Year is also referred to as Budget Year. See **Budget**, **Carryover**, **Continuation Budget**, **Projected Expense**, **Proposed Budget**, and **Surplus**.

Fish and Wildlife Service (FWS) – The U.S. Fish and Wildlife Service is principally responsible for conserving, protecting and enhancing fish, wildlife and plants and their habitats. The FWS manages the 94 million-acre National Wildlife Refuge System. It also operates fish hatcheries, fishery resource offices and ecological service field stations. The agency enforces Federal wildlife laws, administers the Endangered Species Act, manages migratory bird populations, restores nationally significant fisheries, conserves and restores wildlife habitat, provides federal aid to states, and helps foreign governments with their conservation efforts.

Flood, **100-Year** – The magnitude of a flood expected to occur on the average every 100 years based on historical data. The 100-year flood has a one-in-hundred, or one percent, chance of occurring in any given year, an important consideration when deciding upon park and recreation facility locations and for insurance requirements.

Flood Plain – All land between a natural or manmade waterway and the upper elevation of the one hundred-year flood. This area is typically not suitable for infrastructure and structural recreation improvements such as community centers, tennis courts and play equipment areas.

Floor Area Ratio (FAR) – This is a measure of development intensity. FAR is the ratio of the floor area of a building to the area of its site. For instance, a one-story building that covers an entire lot has an FAR of 1. Similarly, a one-story building that covers half of a lot has a FAR of 0.5. See **Development**.

Flow-Through Funds – Corporate contributions to corporate foundations that are grant-making, not for endowing the foundation permanently. Most corporate foundations depend on these funds each year rather than on income produced from endowment. See **Cooperative Venture**, **Corporate Foundation**, and **Endowment**.

Force Account (Grants) – As used by the California Department of Parks and Recreation, Office of Grants and Local Services, means project work or the dollar equivalent thereof performed by a grantee's own work force. www.parks.ca.gov

Form 990-PF – The annual information return that all private foundations must submit to he IRS each year and which is also filed with appropriate state officials. The form requires information on the foundation's assets, income, operating expenses, contributions and grants, and salaries. Foundation Center libraries maintain files of 990-PFs for public inspection.

Formula – A prescribed method for (1) distributing funds among grant recipients to finance (completely or partially) eligibility for funding. It is a structured mathematical statement, e.g., reimbursement and the relationships between the data elements. See **Allocation**, **Bond**, **Data Elements**, **Mathematical Structure**, **Pro Rata Reduction**, **Quimby Act**, **Share**, and **User Demand**.

Formula Funds – Money received based on the certain requirements of the target population.

Formula Grant – Allocations of money in accordance with a distribution formula prescribed by law or administrative regulation for activities of a continuing nature, not confined to a specified project.

Foundation – A non-governmental, nonprofit organization with funds and a program managed by it's own trustees and directors, established to further social, educational, religious, or other charitable activities by making grants. A private foundation receives its funds from, and is subject to control by, an individual, a family corporation, or other group of limited number. In contrast, a community foundation receives its funds from multiple public sources and is classified by the Internal Revenue Service as a public charity. In general, a foundation is an institution or association organized to contribute money, or some other form of assistance, for benevolent, charitable, educational, religious, or research purposes. See **Charitable Contributions**, **Director**, **Donor**, **General Purpose Foundation**, and **Program Amount**.

Foundation Board of Directors – Governing and policy-making body of a foundation. (A company sponsored foundation's board members may include members of the corporation's board, members of the contributions committee and the contributions staff, members of the community and others not affiliated with the corporation.)

Foundation, **Types of** – The category of nonprofit organizations known as foundations includes, by law and label, four very different types. They are:

- Operation Foundation: An organization that uses its resources to conduct research or provide a direct service. The endowment is usually provided from a single source, but eligible for maximum tax deductible contributions from the public. Makes few, if any, grants. Grants are generally related directly to the foundation's programs.
- Independent Foundation: An independent grant-making organization established to aid social, educational, religious, or other charitable activities. The endowment is generally derived from a single source such as an individual, a family, or a group of individuals. Contributions to the endowment are limited as to tax deductibility. Decisions may be made by donor or members of donor's family; by an independent board of directors or trustees; or by a bank or trust officer acting on the donor's behalf.
- Company-Sponsored Foundation: An independent, grant-making organization with close ties to the corporation providing funds. The endowment and annual contributions are made from a profit-making corporation. The Foundation may maintain a small endowment and pay out most of the contributions received annually in grants, or may maintain the endowment to cover the contribution in years when corporate profits are down. Decisions made by board of directors often composed of corporate officials, but which may include individuals with no corporate affiliation. Local company officials may also make decisions.

- Community Foundation: Most often a publicly-supported organization which makes grants for social, educational, religious, or other charitable purposes in a specific community or region. Contributions are received from many donors. Usually the Foundation is eligible for maximum tax deductible contributions from the public. Decisions are made by a board of directors representing the community.

See **Charitable Contribution**, **Deductible Contribution**, **Independent Foundation**, **Non-Profit Organization**, and **Trustee**.

Fuel Break – A strip of land on which plants have been thinned, trimmed, pruned, or changed to types that burn with lower intensity, so that fires can be more readily controlled. A park and recreation professional may design a multi-purpose play field in such an area to meet a fuel break need. Fuel breaks are also created and managed where park open space areas are intermixed with residential development. The steeper the terrain, the longer the flame length can be anticipated in a wild-land fire and the wider a fuel break must be. See **Fire Hazard Zone**.

Full Time Equivalent (FTE) – A count of full-time and part-time employees where part-time employees are reported as an appropriate fraction of a full-time position. This fraction is equal to the ratio of time expended in a part-time position to that of a full-time position. For example, a permanent employee funded and paid for 40 hours/week and 52 weeks/year or two employees funded and paid for 20 hours/week and 52 weeks/year would be equal to one full-time equivalent. See **Funded Positions**, **Personnel Year**, and **Reduction-in-Force**.

Fund – An accounting unit used to record cash and other financial resources as well as an offsetting amount of liabilities and other uses. The resources and uses are segregated from other resources and uses for the purpose of carrying on specific activities or attaining specific objectives in accordance with special regulations, restrictions, or limitations. See **Beginning Fund Balance**, **Capital Outlay Budget**, **Carryover**, **Ending Fund Balance**, **General Fund**, **Operating Transfers**, and **Revenue**.

Fund Accounting – An accounting system which establishes accounts for segregation revenues and other resources, together will all related liabilities, obligations, and reserves, for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations. Fund Accounting, in a broad sense, is required to demonstrate compliance with the requirements for which the funds were raised and granted. See **Obligations**.

Fund Balance – The net of assets less liabilities at any given point in time.

Funded Positions – The number of authorized positions for which funding is included in a given fiscal year's budget. See **Full Time Equivalent**.

Funding Sources – The type or origin of funds to finance recurring or non-recurring expenditures. Examples include revenues such as ad valorem taxes, user fees, licenses, permits, and grants and non-revenues such as fund balance and interfund transfers. See **Ad Valorem Taxes**, **Expenditures**, **Grants**, **In-Kind Contribution**, **Miscellaneous Funding Source**, and **User Charges/Fees**.

Funding Types:

- Capital Improvements/Developments – Money raised for construction, renovation, remodeling, or rehabilitation of buildings; may be part of an organization's capital campaign.

- Capital Campaigns – A campaign, usually extending over a period of years, to raise substantial funds for enduring purposes, such as building or endowment funds.
- Equipment – A grant to purchase equipment, furnishings, or other materials.
- General/operating support – A grant made to further the general purpose or work of an organization, rather than for a specific purpose or project; also called unrestricted grants.
- Matching Funds – A grant that is made to match funds provided by another donor.
- Program Development – Grants to support specific projects or programs as opposed to general purpose grants.
- Seed money or 'Start-up funds' – A grant or contribution used to start a new project or organization. Seed money may cover salaries and other operating expenses of a new project.

Funds Reverting to the Legislature – Any grant funds that have not been expended by the grantee shall revert to the fund and be available for appropriation by the legislature for one or more of the local assistance programs that the legislature determines to be the highest priority statewide.

G

Gann Spending Limit – A ceiling, or limit, on each year's appropriations of tax dollars by the state, cities, counties, school districts, and special districts. Proposition 4, an initiative passed in November 1979, added controls on appropriations in Article XIIIB of the California Constitution. Using 1978-79 as a base year, subsequent years' limits have been adjusted for:

- An inflation increase equal to the change in the Consumer Price Index or per capita personal income, whichever is smaller.
- The change in population, which for school agencies is the change in average daily attendance. Proposition 111, adopted in June 1990, amended the Gann limit inflation factor to be based on the change in per capita personal income.

See **Proposition 13, Jarvis-Grann Intiative.**
http://www.caltax.org/member/digest/July2000/jul00-9.htm

Gateway – A point along a roadway entering an area at which a motorist gains a sense of leaving the surrounding environs and of having entered the city, park or other particular area; visual gateways or portals into parks or the city which could be a flashy showing of landscaping along a major transportation route leading to or away from the park or city's core.

General Fund – Fund used to account for all of a jurisdiction's normal, unobligated financial resources except those required to be accounted for in another fund (e.g., enterprise or grant funds). The general fund is typically the account where unobligated fees, revenues, taxes, and related income sources are deposited. See **Enterprise**, **Fund**, and **Special Fund**.

General Law City – A city incorporated under and administered in accordance with the general laws of the state. See **Local Agency**.

General Obligation Bonds – Bonds that are a "general obligation" of the government agency issuing them, i.e., their repayment is not tied to a selected revenue stream. Bond elections in a

school district must be approved by a two-thirds vote of the electorate and state bond measures require only a majority vote. See **Community Facilities District**, **Parcel Tax**, **Proposition 218**, and **Public Finance**.

General/ Operating Support (Grant) – A grant made to further the general purpose or work of an organization, rather than for a specific purpose or project. Also called an unrestricted grant or basic support. See **Grant(s)**.

General Plan – A legal document required by the State of every city or county regarding its long-term development; a document providing broad public policy and programmatic guidance regarding development and management of an individual unit of the State Park System, essential to the managers, staff and stakeholders. A General Plan is sometimes called a "comprehensive plan" or "master plan." See **Community Plan**, **Comprehensive Plan**, **Constraint**, **Development**, **Element**, **General Plan Amendment**, **Final Map Subdivision**, **Land Use Element**, **Land Use Plan**, **Land Use Regulation**, **Leadership Plan**, **Implementation Plan**, **Master Plan**, **Master Planned Development**, **Phase I Development**, **Phase II Development**, **Reasonable Relationship**, **Specific Plan**, **Tiered Approach/Tiering**, and **Zoning**.

General Plan Amendment – A change or addition to a General Plan. For example, a general plan can be amended to include a tree ordinance or to allow for more open space requirements. See **General Plan** and **Ordinance**.

General Purpose Foundation – An independent private foundation that awards grants in many different fields of interest. See **Foundations** and **Non-Profit Organization**.

General Purpose Grant – A grant made to further the general purpose or work of an organization, rather than for a specific purpose or project. See **Grant(s)**.

Geographic Information System (GIS) – A computer system capable of assembling, storing, manipulating and graphically displaying geographically referenced information. A GIS allows analysis of spatial relationships between many different types of features based on their location on the ground. http://www.usgs.gov/research/gis/title.html

Governor's Office of Planning and Research (OPR)/CA State Clearing House (SCH) – The Office of Planning and Research, staff to the Governor, conducts comprehensive statewide planning, facilitates interagency coordination, provides local agency planning assistance, and manages state environmental review processes. The SCH has three primary functions: coordination of state agency review of environmental documents; coordination of state and local review of federal grant applications; and technical assistance on land use planning and CEQA matters. This site contains the SCH's CEQAnet database, information on SCH's role in federal grant review processes, and information on other OPR programs, such as the Innovation in Government and Americorps programs. See **Technical Assistance**. www.opr.ca.gov

Grant(s) – Contributions of cash or other assets from another governmental agency or nonprofit foundation to be used or expended for a specific purpose. Program revenues provided by external sources, which are restricted to a specific purpose, have a time limit for use, and frequently are reimbursed after incurring eligible costs. For example, the Office of Grants and Local Assistance with the California Department of Parks and Recreation administers a range of competitive and per capita grant funds. www.parks.ca.gov.

- Categorical – Grants allocated for a single purpose within a specified time.

- Project – Grants for a specific program and purpose, nationwide/regional competition.
- Formula – Grants to states on a prescribed basis. The state may distribute these funds based upon a state plan. These funds are termed 'pass through'.
- Block – Consolidation of categorical funds into a single flexible grant program for distribution to the states.
- Block-grants – As designed, Categorical grants were blended into several single multi-functional grants, which are distributed to states and local governments.
- General Revenue Sharing – Distribution of federal funds, formula (mathematical) state, and counties for their use with few restrictions.
- Special Revenue Sharing – This program was the precursor of Block grants.

See **Award**, **Challenge Grant**, **Competitive Grant**, **Competitive Program**, **Dunn Foundation**, **Federal Funding Sources**, **Funding Sources**, **General/Operating Support, General Purpose Grant**, **Habitat Conservation Fund Grant Program**, **Harbors and Watercraft Revolving Fund**, **Historic Preservation Fund "Save America's Treasures Program"**, **In-Kind Match**, **Intermodal Surface Transportation Efficiency Act**, **Labor/Supply Offset**, **Land and Water Conservation Fund**, **Match**, **Murray-Hayden Urban Youth Service Grant Program**, **National Park Service**, **Non-Motorized Trails Grant Program**, **Office of Grants and Local Services**, **Park Facility**, **Project Officer**, **Project Scope**, **Recreational Trails Grant Program**, **Riparian and Riverine**, **Roberti-Z'berg-Harris Block Grants**, **Significant Unemployment**, **Site Visit**, **Statewide Comprehensive Outdoor Recreation Plan**, **Stewardship**, and **Subgrant**. http://www.nps.gov/

Grant Contract – A statement, signed by both grant-maker and grant recipient, describing how the grant is to be used and what reporting s required. See **Project Officer**.

Grant Program – Activities and requirements that must be followed by the grantee. See **Applicant** and **Grantee**.

Grantee (Grants) – An applicant who has been awarded grant funds. See **Applicant**, **Beneficiary**, **Competitive Programs**, **Contract**, **Donee**, **Federal Funding Sources**, **Grant Program**, **Grantor**, and **Project Officer**.

Grantee Financial Report – A report detailing how grant funds were used by an organization. Many corporate grantmakers require this kind of report from grantees. A financial report generally includes a listing of all expenditures from grant funds as well as an overall organizational financial report covering revenue and expenses, assets and liabilities. Some funders may require an audited financial report.

Granting Agency, **Grantmaker** – Terms used to describe any private or public organization that makes grant awards. See **Contract**, **Project Officer**, **Site Visit**, and **Tenure**.

Grantor – Organization who gives a grant to a grantee. See **Donor**, **Grantee**, and **Local Share**.

Grants-In-Aid – Resources provided by the federal government in support of a state or local program of governmental service to the public. This includes:

- Direct cash grants to state or local governmental units, to other public bodies established under state or local law, or to their designees.
- Outlays for grants-in-kind such as purchases of commodities distributed to state or local governmental institutions.

Payments to non-profit institutions when:

- The program is coordinated or approved by a state agency.
- Payments are made directly because of provisions of a state plan or other arrangements initiated by a state or local government.
- Payments are made with the explicit intent of augmenting public programs.

Federal payments to Indian tribal governments, when:

- The legislation authorizing the payment includes such entities within the definition of eligible state or local units, or
- The tribal governments act as a nonprofit agency operating under state or local auspices.
- Shared revenues and payments in lieu of taxes.
- Payments to regional commissions and organizations that are redistributed at the state or local level or provide public services.
- Federal payments to state and local governments for research and development that is an integral part of the state and local government's provision of services to the general public.
- Direct federal loans to state and local governments for purposes similar to those for which grants are made.

Excluded under this definition are:

- Federal administrative expenses associated with these programs.
- Grants directly to nonprofit institutions not covered above, individuals, and profit-making institutions.
- Payments for services rendered, such as utility services, tuition payments and research for federal purposes conducted under contracts, grants or agreements by such agencies such as the National Institute of Health, the National Science Foundation, the Energy Research and Development Administration, the National Aeronautics and Space Administration, and the Department of Defense.
- Federal grants to cover administrative expenses for regional bodies and other funds not redistributed to the states, or their subordinate jurisdictions.

With a few notable exceptions, this definition of grants has been used in identifying most block and categorical grants. The exceptions include shared revenues, and loan programs, which have been excluded. Additionally, all programs of aid to institutions of higher education are classified according to the descriptions of eligible recipients.

If the program provides aid exclusively to public institutions of higher education or if the state and local governments have a role in the grant process, it is considered a grant to state and local governments. If private nonprofit institutions of higher education are eligible to receive funds without any action on the part of a sub-national governmental unit even though public institutions also may be eligible for assistance, the program is not included as a state-local government grant program. Although public institutions also may be eligible for assistance, the program is not included as a state-local government grant program.

Grants to Individuals – These are awards given directly to individuals, not through other organizations.

Grassroots Fundraising – Efforts to raise money form individuals or groups from the local community on a broad basis. Usually and organization's own constituents, people who live in the neighborhood served or clients of the agency's services, are the sources of these funds. Grassroots fundraising activities include membership drives, raffles, auctions, benefits, and a range of other activities.

Green Infrastructure – Integrated network of watersheds, airsheds, woodlands, wildlife habitat, greenways, parks, working farms, ranches, forests, urban trees and parkways, and other open spaces that when incorporated into local and regional plans, policies, and practices provide vital services that are intended to sustain and ensure the quality of life. See **Comprehensive Plan** and **Open Space**.

Greenbelt – A strategically located, landscaped, natural or agricultural area of variable width maintained in "green" or "live" condition throughout the year, designed to slow or stop the spread of fire, to prevent soil erosion and to buffer land uses. Frequently greenbelts contain trails used by bicyclists, equestrians, walkers or joggers and serve as linkages between park amenities and/or public recreation space. See **Bikeway**, **Biocorridor**, **Erosion**, **Fire Hazard Zone**, **Greenway**, **Meander Belts**, **Open Space**, **Park(s)**, **Regional Trails**, and **Trail(s)**.

Greenway – A linear area maintained as open space in order to conserve natu ral and cultural resources, and to provide recreational opportunities, aesthetic and design benefits, and linkages. More specifically, a coordinated system of open space that links existing facilities using streets, railroad rights-of-way, utility easements and natural features such as stream corridors and drainage channels. Greenways also provide corridors for wildlife habitat, as well as acting as visual buffer zones between developments. See **Bikeway**, **Biocorridor**, **Easements**, **Erosion**, **Fire Hazard Zone**, **Greenbelt**, **Infrastructure**, **Meander Belt**, **Open Space**, **Park(s)**, **Recreational Trails**, **Regional Trails**, and **Trail(s)**.

Growth Management – The community use of a combined variety of techniques to establish the amount, type, and rate of growth desired by the community and to channel that growth into designated areas. Growth management policies can be implemented through zoning, capital improvement programs, public facility ordinances, urban limit lines, constraint analysis systems, and other programs. Growth management requires planning for additional park and recreation facilities and open space for the increased population. See **Smart Growth** and **Urban Sprawl**.

Growth Rate – The level at which expenditures, revenues, and population are expected to increase annually.

Guidelines – General statements of policy direction around which specific details may later be established. National standards or guidelines used in the park and recreation profession include the number of park acres recommended per 1,000 population, the number of people served by a tennis court, swimming pool, soccer field etc.

H

Habitat – The physical location or type of environment in which an organism or biological population lives or occurs; often characterized by a dominant plant form or physical characteristic (e.g., the oak-savanna, wetland, or a coastal habitat). See **Habitat Enhancement**, **Habitat Fragmentation**, **Habitat Restoration**, and **In-Kind Mitigation**.

Habitat Conservation Fund Grant Program – The Habitat Conservation Fund Grant Program was established under the California Wildlife Protection Act of 1990. Cities, counties, and

districts are eligible to apply and require a dollar-for-dollar match from a non-state source. Funding categories vary from fiscal year to fiscal year. The California Department of Parks and Recreation, Office of Grants and Local Services administers a grant program under this fund. The Department of Fish and Game provides oversight for the Habitat Conservation Fund Grant Program. See **Development** and **Grant(s)**. www.parks.ca.gov

Habitat Conservation Plan (HCP) – The product of a process providing species protection and habitat conservation within the context of non-federal development and land use activities; prepared under the federal Endangered Species Act, it permits development in some areas in exchange for conserving an equivalent amount of land in other areas where endangered species are likely to be found. See **Endangered Species**, **Endangered Species Act**, **Land-Banking**, **Natural Communities Conservation Program (NCCP)**, and **Wildlife Habitat Protection Program**. http://endangered.fws.gov/hcp/#about

Habitat Enhancement – Improves habitat through alteration, treatment, or other land management of existing habitat to increase habitat value for one or more species without bringing the habitat to a fully restored or naturally occurring condition. See **Habitat** and **Habitat Restoration**. http://www.r5.fs.fed.us/sequoia/fishing/habitat.htm

Habitat Fragmentation – The process by which habitats are subdivided into smaller and more isolated units which become less capable of providing for the needs of resident species. See **Habitat**.

Habitat Indicator – A physical attribute of the environment measured to characterize conditions necessary to support an organism, population, or community in the absence of pollutants; e.g. salinity of estuarine waters or substrate type in streams or lakes.

Habitat Restoration – Returns the quality of habitat to some previous naturally occurring condition, most often some baseline considered suitable and sufficient to support self-sustaining populations. See **Habitat** and **Habitat Enhancement**.

Half-Life – 1. The time required for a pollutant to lose one-half of its original concentration, for example, the biochemical half-life of DDT in the environment is 15 years. 2. The time required for half of the atoms of a radioactive element to undergo self-transmutation or decay (half-life of radium is 1620 years). 3. The time required for the elimination of half a total dose from the body.

Harbors and Watercraft Revolving Fund (HWRF) – This fund provides funding for boating safety programs. The California Department of Boating and Waterways administers this program. See **Grant(s)**. www.dbw.ca.gov

Hazardous Material – Any substance that, because of its quantity, concentration, or physical or chemical characteristics, poses a significant potential hazard to human health and safety, or to other organisms in the environment. Lead-based paint is an example of a hazardous material. See **Brownfields** and **Level-One Environmental Assessment**. http://hazmat.dot.gov

Heritage Tree/Grove and Heritage Corridor Trail – A tree or group of trees designated to be of historical or cultural value, outstanding specimens, unusual species, or of significant community benefit due to size, age, or other unique characteristics, and protected from

development projects. Similarly, a heritage corridor trail is a trail designated to be of historical or cultural value due to unique characteristics and so protected from development projects.

Historic Context – An organizing framework for interpreting history that groups information about historical resources sharing a common theme, geographic area, or chronology. The development of 'historic context' is a foundation for decisions regarding the planning, identification, evaluation, registration, and treatment of historical resources based upon comparative historic significance. See **Cultural Landscape**, **Historic Fabric or Materials**, **Historic Landscape** (Cultural or ethnographic), **Historic Landscape** (designed), **Historic Landscape** (Rural), and **Historic Landscaping**.

Historic District – A geographic area that contains a concentration of historic buildings, structures, or sites united historically, culturally, or architecturally. Historic districts are defined by precise geographic boundaries. Therefore, historic districts with unusual boundaries require a description of what lies immediately outside the area in order to define the edge of the district and to explain the exclusion of adjoining areas. See **Cultural Landscape**, **Cultural Preserve**, **Cultural Zone**, **Historic Fabric or materials**, **Historic Landscape**, **Historic Landscaping**, **Landmark**, **Historic Preservation Fund**, and **Landmark**.

Historic Fabric or Materials – (1) With regard to an historic building, includes the particular materials, ornamentation, and architectural features, which contribute to the historic character of the building. (2) With regard to an historic district, means all the sites, buildings, structures, features, objects, landscaping, street elements, and related design components of the district, which contribute to the historic character of the district. (3) With regard to an archaeological district, means all sites, standing structures or buildings, historic landscape, land disturbances such as grading or construction, features (such as fences, ditches), and objects (artifacts) which contribute to the historic character of the district. See **Historic Context** and **Historic District**.

Historic Landscape (Cultural or ethnographic) – A geographic area that (1) has been used, shaped, or modified by human activity, occupation, intervention; or (2) possesses significant value in the belief system of a culture or society, also called a traditional cultural property. See **Cultural Resource**, **Historic Context**, **Historic District**, and **Historic Landscaping**.

Historic Landscape (Designed) – A geographic area that (1) has significance as a design or work of art; (2) was consciously designed and laid out by (a) a designer according to academic or professional design standards, theories, or philosophies of landscape architecture; or (b) by an amateur using a recognized style or tradition; (3) has an historical association with a significant person, trend, or event in landscape gardening or landscape architecture; or (4) has a significant relationship to the theory or practice of landscape architecture. See **Historic Context** and **Historic District**.

Historic Landscape (Rural) – A geographic area that (1) has historically been shaped or modified by human activity, occupancy, or intervention; and (2) possesses a significant concentration linkage, or continuity of areas of land use, vegetation, buildings or structures, roads or waterways, or natural features. See **Historic Context**, **Historic District**, and **Historic Landscaping**.

Historic Landscaping – Provides preserved, reconstructed, and restored valuable three-dimensional contexts for interpreting the lifestyle, technology, economy, society, and personalities of a particular historic period. Historic landscaping may include plant materials,

wild and unkempt areas, groomed ornamental and vegetable gardens, walkways, sheds, corrals, fences, outbuildings, and domesticated animals. See **Historic Context**, **Historic District**, and **Historic Landscape**.

Historic Preservation – The broad field concerned with the identification, evaluation, protection and preservation of California's irreplaceable historic heritage as a matter of public interest so that our vital legacy of cultural, educational, recreational, aesthetic, economic, social, and environmental benefits will be maintained and enriched for present and future generations. See **California Council for the Promotion of History (CCPH)**, **California Heritage Fund Grant Program**, **California Office of Historic Preservation**, **Mills Act Property Tax Abatement Program**, **National Trust for Historic Places**, and **Stabilization**.

Historic Preservation Fund "Save America's Treasures Program" – Administered by the National Park Service in partnership with the National Endowment of the Arts, the program offers dollar-for-dollar matching grants to preserve the country's most significant historic sites and collections. The grants are available to eligible federal agencies, state, local and tribal governments, and nonprofit organizations. Projects are selected based on national significance, need for urgent preservation, educational or other clear public benefit and the likelihood of non-federal matching funds. See **Cultural Landscape**, **Grants**, **Historic Districts**, and **Stabilization**. www.nps.gov

Historic Property – In federal law, a district, site, building, structure, or object significant in American history, architecture, engineering, archaeology, or culture at the national, state, or local level, that has integrity, and that meets the criteria for listing on the National Register of Historic Places. See **Area of Potential Effects (APE)**, **National Register of Historic Places (NRHP)**, and **Section 106 of the National Historic Preservation Act (NHPA)**.

Historic Resource(s) – Any object, building, structure, site, area, place, record, or manuscript which is historically significant or which is significant in the architectural, engineering, scientific, economic, agricultural, educational, social, political, military, archaeological or cultural history of California. See **Antiquities Act of 1906**, **California Register**, **Integrity**, **Intensive Survey**, **Interpretive Period**, and **Landmark**.

Historic Sites Act of 1935 (16 U.S.C. 461 et seq.) – Under this act, Congress established a national policy to preserve for public use historic sites, buildings, and objects of national significance for the inspiration and benefit of the people of the United States. This act authorized the Historic American Building Survey (HABS), the Historic American Engineering Record (HAER), the National Survey of Historic Sites, the establishment of National Historic Sites, and the designation of National Historic Landmarks. The act also authorized interagency, intergovernmental, and interdisciplinary efforts for the preservation of cultural resources. Implementing regulations of the act are found in 36 CFR Part 60 series. www.blm.gov/heritage/docum/histsite.pdf

Historical Resource Under CEQA – Within state law, is defined as a cultural resource that is designated as historic under a local ordinance or resolution; any resource that is identified as significant in a local survey that meets the Office of Historic Preservation standards; any resource that is listed in or has been determined eligible for listing in the National Register of Historic Places; any resource that is listed in or has been determined eligible for listing in the California Register by the State Historical Resources Commission, and any resource that meets the California Register criteria as outlined in Public Resources Code § 5024.1. See **California**

Historical Resources Information System, **California Office of Historic Preservation**, **California Register**, **Historic Context**, **Historical Resources under CEQA**, **Local Register of Historical Resources**, **Point of Historical Interest**, **State Historical Landmark**, and **State Historical Resources Commission**.

I

Impact Analysis – The section of an Environmental Impact Report that analyzes the significant, unavoidable, and irreversible environmental effects of a proposed project. See **Environmental Impact Report**.

Impact Fees – A one-time fee levied against new development to cover the development's proportionate share of the cost of providing the infrastructure (including parks and recreation) needed to fill the demand created by residents of the development. Also referred to as development exactions or development impact fees. See **Dedication**, **Development**, **Development Fees**, **Exactions**, **Infrastructure**, **Quimby Act**, **Share**, and **Subdivision Map Act**.

Impact Mitigation Measure – Action or change to a project that will minimize its negative environmental effects. See **California Environmental Quality Act**, **Mitigation**, **Mitigation Measure**, and **National Environmental Policy Act**.

Impervious Surface – Surface through which water cannot penetrate, such as a roof, paved road, tennis courts, basketball courts, and other paved surfaces. The amount of impervious surface increases with development and establishes the need for drainage facilities to carry the increased runoff.

Implementation Program – A coordinated set of measures to carry out the policies of a General Plan. For example, if the community desires 10 acres of parkland per 1,000 persons, it must describe how this will be accomplished. See **General Plan**.

In-Fill Development – Development of vacant parcels of land, established core, or in established communities, which for some reason were passed over when the initial development occurred, or were cleared of substandard structures and are ready for new development. The opposite of urban sprawl or leapfrog development. Similar to cities, in counties it applies to properties that are zoned at a higher (more dense) capacity than currently being used, for example a parcel that is now zoned for five acres that was previously zoned at 20 acres or more in size. See **Development**, **Leapfrog Development**, **Open Space**, and **Urban**.

In-Holding Properties – The California Department of Parks and Recreation defines in-holding properties as being at least 50% surrounded by existing State Park-owned property. In-holding property is typically surrounded by publicly owned land and may be on the Department's proposed acquisition list for eventual purchase. See **Acquisition**.

In-Kind Contributions – Contributions of equipment, supplies, or other property as distinguished from monetary grants. Some departments may also donate space or staff time as an in-kind contribution. See **Funding Sources** and **Match**.

In-Kind Gifts – Contributions of equipment, supplies, or other property as distinct form monetary grants.

In-Kind Match (Grants) – As used by the California Department of Parks and Recreation, Office of Grants and Local Services, means donations of materials, services, and volunteer time that may be from local, state, or private sources. **See Grant(s)**, **Funding Sources**, and **Match**. www.parks.ca.gov

In-Kind Mitigation – A type of compensatory mitigation in which the adverse impacts to one habitat type are mitigated through the creation, restoration, or enhancement of the same habitat type at a different location. See **Habitat**, **Mitigation**, **Mitigation Measure**, and **Out-of-kind mitigation**.

In-Lieu Fees/Contributions – See **Dedication** and **Roughly Proportional Test**.

Incidental Take – Taking of endangered or threatened species if the take (species) is part of an overall effort to improve the condition of the species. For example, some wildlife biologists have "taken" endangered birds to protect them from pending development. See **Endangered Species**.

Income Development – Grants for fundraising, marketing, and to expand audience base.

Incorporated Area – A legally recognized city or town. See **Unincorporated Area**. www.granthealth.org/adgcpopulation.doc

Independent Foundation – A grant-making organization usually classified by the IRS as a private foundation. Independent foundations may also be known as family foundations, general-purpose foundations, special purpose foundations, or private non-operating foundations. Federal law normally classifies both independent foundations and company- sponsored foundations as private, non-operating foundations, and both are subject to the same rules and requirements. See **Charitable Contributions**, **Family Foundations**, **Foundations**, **Operating Foundations**, and **Special Purpose Foundation**.

Independent Special District – A special district governed and elected or appointed by board of directors that serve for a fixed term. Independent special districts governing boards typically have 3 to 11 board members. However there are exceptions, such as the Metropolitan Water District of Southern California, which has a 37-member board.

Indirect Cost – Overhead costs usually allocated to more than one program. See **Indirect Expense** and **Overhead**.

Indirect Expense and Overhead – Those elements of indirect costs necessary to the operation of the park and recreation agency or in the performance of a service that is of a nature that the amount applicable to each accounting unit or to specified project cannot be separately identified and are charged as a flat percentage of project costs. See **Direct Cost** and **Indirect Cost**.

Indirect Impacts – Also referred to as secondary effects, indirect impacts are caused by a project and occur later in time or at some distance from the project; however, they are still reasonably foreseeable. See **Environmental Assessment**.

Indoor Multi-purpose Center – Part of a building, such as a church, school, or community center, which has the facilities to carry on a variety of indoor recreation activities.

Inflationary Increase – An adjustment made to reflect current year or estimated future year national or regional change to categories of expense as affected by monetary inflation. Generally, inflationary increases are based on the Consumer Price Index. See **Expenditure**.

Infrastructure – A general term describing public and quasi-public utilities and facilities such as roads, bridges, sewers and sewer plants, water lines, storm drainage, power lines, parks and recreation facilities, public libraries, fire stations, sidewalks and streetlights. Can also be considered a permanent installation such as lighting, sidewalks, buildings, and water systems. See **Amenity Infrastructure**, **Assessment District**, **Constraint**, **Development fees**, **Exaction**, **Greenway**, **Impact Fees**, **Pro rata**, and **Specific Plan**.

Infrastructure Financing District (IFD) – A mechanism for cities and counties to form tax increment financing districts to finance the purchase of open space without raising current property taxes. See **Open Space** and **Tax-Increment Financing District**.

Initial Study – A preliminary analysis of a proposed project to determine whether an Environmental Impact Report must be prepared or a Negative Declaration will be sufficient and identifying the significant environmental effects to be analyzed in an EIR. The initial study's determination must be based on factual supporting evidence. **See California Environmental Protection Act**, **Environmental Impact Report**, and **Negative Declaration**. www.lib.berkeley.edu/ENVI/landuse.html

Initiative – A proposed legislative or constitutional measure that is placed on the ballot by citizen petition, to be approved or rejected by popular vote, thus allowing citizens to enact their own laws, independent of the state legislature or local legislative body. At the local level, initiatives usually propose changes or additions to the general plan and zoning ordinance. The right to the initiative process is guaranteed by the California Constitution. See **Ballot Box Zoning** and **Zoning**.

Insured Guaranteed Loan – Programs in which the government makes an arrangement to protect a leader against a part or all of any defaults by those responsible for repayment of loans.

Integrity (Historical) – A building, structure, or object's ability to convey a sense of history in association with the time it is considered important to that history. Also relates to the amount of original building fabric or landscape that is intact. The seven aspects of historical integrity are location, design, setting, materials, workmanship, feeling, and association. See **Historic Resource**.

Intensive Survey (Historical) – A systematic, detailed examination of an area designed to gather information about the historic properties that is sufficient to evaluate them against predetermined criteria of significance within specific historic contexts. See **Historic Resource**.

Interagency – Indicates cooperative actions between or among two or more agencies in regard to a specific program or effort. For example, many public works departments and park and recreation departments partner in providing facilities for recreation programs and special events for community use. See **Joint Powers Agreement**.

Interagency Agreement – A contract between agencies to provide services and/or products. See **Contract (Grants)**.

Interest, **Less than Fee** – An interest in land other than outright ownership; may include the purchase of development rights via conservation, open space or scenic easements, for example as a condition of permit to the Coastal Commission, the Board of Directors or the Board of Supervisors. See **Conservation Easement** and **Easement**.

Interim Use – Temporary use or improvements that allow for public access and use of park lands without creating a permanent commitment of the underlying resources; i.e. a gravel or dirt parking area as opposed to a paved lot. Land uses that require temporary structures, land improvements, and landscaping and which, from an economic and political standpoint, can be converted at the end of that limited life.

Interlocking (Parcels) – The use of corridors of land and/or water, which connect larger parcels, providing an interconnected system within a community or region. Often called "connectivity corridors" by conservation biologists. See **Biocorridor**, **Connector Trail**, and **Conservation**.

Intermittent Stream or Creek – A stream or creek that normally flows for at least thirty days after the last major rain of the season and is dry much of the remainder of the year.

Intermodal Surface Transportation Efficiency Act (ISTEA) – This landmark federal legislation signed into law in 1991 made broad changes in the way transportation decisions are made. ISTEA emphasized diversity and balance of modes, as well as the preservation of existing systems before construction of new facilities. ISTEA expired in 1997, but much of its program structure is carried forward in current federal legislation – TEA-21/TEA-3. See **Federal Funding Sources**, **Grant(s)**, and **Transportation Enhancement**.
http://www.fhwa.dot.gov/tea21/

Internship Funds (Institutional Support) – Funds awarded to an institution or organization to support an internship program, rather than a grant to an individual.

Interpretation – A communication process that forges emotional and intellectual connections between the interests of the audience and the inherent meanings in the resource. The term is used to describe communication activities designed to improve understanding at parks, zoos, museums, nature centers, historic sites, aquariums and other travel destinations. See **Interpretive Exhibits**, **Interpretive Period**, **Living History Program**, **Self-Guided Interpretive Activities**, **Self-Guided Trails**, and **Unifying Theme**. www.interpretation.org/

Interpretive Activities – Hikes, talks, tours or demonstrations that provide the participants with information and inspiration on a given natural or cultural resource. Participants learn and discover new ideas or concepts about the subject. See **Self-Guided Interpretive Activities** and **Self-Guided Trails**.

Interpretive Exhibits – Exhibits that are planned, designed and fabricated to provide an educational and provocative message to the visitors. Can be based on natural or cultural resources within the park or the focus of the museum. Interpretive exhibits contain themes, interpretive goals, interpretive objectives, appropriate media, and are accessible to persons with disabilities. The purpose of the interpretive exhibit is to educate and inspire the visitor. It can be as simple as a trailside sign or as extensive as a visitor center/museum. See **Exhibits**, **Interpretation**, **Interpretive Period**, **Self-Guided Interpretive Activities**, **Vignettes**, and **Visitor Center/Interpretation Center**. www.interpexhibits.com/interpretive.shtml

Interpretive Period – A date or set of dates that set the historic framework for interpretation within a park unit, directing and focusing interpretive themes, facilities and activities to represent a specific span of years. There may be primary or secondary interpretive periods for the park. See **Historic Resources**, **Interpretation**, and **Interpretive Exhibits**.

Interpretive Significance – Statement derived from the unit purpose, which focus on the park's statewide, regional, and intrinsic (cultural, historical, biological) values. The emphasis of the statement is on why the parcel/unit was acquired.

Interpretive Trails – Designed element of a park, zoo, museum or park. Provides the participant with information on what is viewed or sensed from the trail. Trails can be guided or self-guided. Guided trails include interaction with a staff member that is very familiar with the topic of the trail. Self-guided trails require the participant to actively seek out the information via signs or a brochure. See **Self-Guided Trails** and **UTAP**.

Inventory, **Resource** – The accumulated results of surveys, such as those identifying the natural, cultural, interpretive and recreation resources within a park unit, which can be used to guide planning decisions and proposals to develop, preserve, interpret and manage park and recreation resources and facilities. See **Proposal**.

Inverse Condemnation – Claims by landowners that a regulatory taking has occurred, causing a reduction in a property's market value, and that just compensation is due the landowner by the government under the Fifth Amendment. For example, if a city approved a development project with exactions without showing a direct nexus to the project, a cause of action for a "regulatory taking" could be initiated in a court of law. See **Exaction** and **Nexus Study**.

J

Job Analysis – A means of studying, in an orderly way, the duties, skills and requirements of a job. It reveals both the job description and job qualifications.

Job Description – A statement setting forth characteristics, duties, and responsibilities of a specific recreation or park job or position. The term is synonymous with job specification.

Job Qualification – A written statement of the minimum employment requirements or standards, which must be met by an applicant for a specific position.

Joint Powers Agreement – An agreement of two or more public agencies or non-profit organization for joint or cooperative action in specific areas or purposes. Also referred to as Joint Use Agreement. See **Civic Center Act**, **Interagency**, **Non-Profit Organization**, **Partnering/partnership**, and **School Park**.
www.mnasbo.org/committees/purchase/documents/jp_agreement.htm

Joint Venture – A project undertaken by more than one investor action as one organization.

K

Kiosk – A building frequently found at the entrance or exit of a park facility to control access/egress of park users, collect fees, provide information, first-aid and public safety, etc; usually located at a key access point. For example, educational brochures and maps are found at many regional park kiosks. See **Access (Egress/Ingress)**.

L

Labor/Supply Offset – Amounts for employee salaries/benefits expected to be charged to capital improvement projects or grants, thus reimbursing the operating budget for these costs. See **Budget**, **Capital Improvement Program**, **Grant(s)**, and **Operating Budget**.

Land Acquisition – Grants to purchase real estate property. See **Capital Campaigns** and **California Tahoe Conservancy**.

Land and Water Conservation Fund Grant Program (LWCF) – This federal fund provides for the planning, acquisition, and development of lands and waters for outdoor recreation purposes. The program is administered by the National Park Service and became effective in 1965. The LWCF has provided more then 8.8 billion for new federal acquisitions and grant to state and local governments over its 30-year history. Funds for the program are derived from federal recreation fees, sales of federal surplus real property, the federal motorboat fuels tax and the Outer Continental Shelf mineral receipts. Cities, counties, and districts are eligible to apply for acquisition or development grants. The state is the point of disbursement. The California Department of Parks and Recreation, Office of Grants and Local Services administers a grant program under delegation from the federal government. The LWCF also provides matching grants to state and local governments for acquiring park and recreation lands developing and rehabilitating recreation facilities and for studying recreation potentials, needs, opportunities and policies. See **Americans for our Heritage and Recreation**, **Federal Funds**, **Federal Funding Sources**, **Grant(s)**, **National Park Service**, and **Statewide Comprehensive Outdoor Recreation Plan**. www.parks.ca.gov and http://www.nps.gov/

Land-Banking – When a government agency buys land and holds it for resale, future use or mitigation purposes. For example, the City of Plymouth purchased land for open space and parks for possible resale. Park districts also buy land to set aside and hold in land-bank status for future park development. Funds may not be available at the time of purchase for park development or opening for public use, but land-banked properties in park district ownership are preserved for future public use. See **Development** and **Habitat Conservation Plan**.

Land Conservancies and Land Trusts – Private and non-profit organizations whose purpose is to purchase land or easements in order to prevent land from being developed. Often they are formed to promote resource stewardship through acquisition, conservation, protection, and public education. Acquisition includes purchase, donation, trade, transfer or easements. For example, a conservation easement could be acquired for a wildlife habitat specifying eco-recreational uses only. Once acquired, many land conservancies and land trusts re-sell or transfer

their lands to public agencies for long-term management. See **Conservation Easement** and **Easement**. www.lta.org

Land Fallowing – Allowing previously farmed agricultural land to temporarily lie idle (fallow) for a variety of purposes, keeping it out of production.

Land-Secured Bonding Mechanism – Bonds backed by the value of the land involved; not by tax revenue, such as Mello-Roos bonds. See **Development Fees**, **"Dirt Bond"**, and **Mello-Roos**.

The Land Trust Alliance – This agency promotes voluntary land conservation and strengthens the land trust movement by providing the leadership, information, skills and resources land trust need to conserve land for the benefit of communities and natural systems. http://www.lta.org

Land Use Designations – A classification system for the designation of appropriate use of properties. The land use designations include the various residential, commercial/industrial, recreational and public service land uses assigned to property. Park planning land use designations could include high impact recreation amenities, for example, such as sports fields and community centers versus passive use areas such as informal turfed areas. See **Ordinance**.

Land Use Element – A basic element of the General Plan, it combines text and maps to designate the future use or reuse of land within a given jurisdiction's planning area. A land use element serves as a guide to the structure of zoning and subdivision controls, urban renewal and capital improvements programs, and official decisions regarding the distribution, density and intensity of development and the location of public facilities and open space, including park facilities and recreation areas. See and **Capital Improvement Program**, **Community Plan**, **General Plan**, **Land Use Plan**, **Land Use Regulation**, **Ordinance**, **Planned Unit Development**, **Variance**, and **Zoning**.

Land Use Incompatibility – A situation in which the co-existence of a particular land use on a site, or two or more land uses in close proximity, either creates adverse impacts (e.g., environmental) beyond acceptable limits or compromises the proper functioning of the affected land uses. See **California Environmental Quality Act (CEQA)**.

Land Use Plan (LUP) – The relevant portion of a local government's general plan or local coastal element that is sufficiently detailed to indicate the kinds, location, and intensity of land uses, the applicable resource protection and development policies and, where necessary, a listing of implementing actions. For instance, a regional park with its various amenities could be an element of the LUP. See **Capital Improvement Program**, **Community Plan**, **Development**, **General Plan**, **Land Use Element**, **Land Use Incompatibility**, **Natural Communities Conservation Plan (NCCP)**, **Ordinance**, **Planned Unit Development**, **Specific Plan**, **Variance**, and **Zoning**. www.lib.berkeley.edu/ENVI/landuse.html

Land Use Regulation – A term encompassing the regulations of land in general and often used to mean those regulations incorporated in the General Plan, as distinct from zoning regulations (which are more specific). Agriculture is a preferred land use in some rural counties. See **Community Plan**, **General Plan**, **Land Use Element**, and **Planned Unit Development**.

Landmark (Historical) – Refers to a building or site having historic, architectural, social or cultural significance and designated for preservation by the local, state or federal government. For example, a section of the City of Los Angeles has been designated "El Pueblo" for

preservation because of its historic, architectural, social and cultural significance. See **Historic District**, **Historic Resources**, **Offer to Dedicate**, and **Office of Historic Preservation**. www.parks.ca.gov

Landscape Architects (LAs) – Landscape Architects design residential, commercial and community areas such as parks, college campuses, shopping centers, golf courses and industrial areas so that they are not just functional and beautiful, but that they are compatible with the environment. They plan the location of buildings, roads, walkways, and trails, and the arrangement of vegetation, as well as assist in guiding the public in general plan development during public meetings and the like. Increasingly, landscape architects are becoming involved with projects in environmental remediation, such as preservation and restoration of wetlands. Historic preservation is another important objective to which landscape architects may apply their knowledge of the environment, as well as their design and artistic talents. http://stats.bls.gov/oco/ocos039.htm and http://www.asla.org/

Landscape Destruction – Relates to actions resulting from those resource-planning decisions that abruptly alter the landscape in either a reversible or irreversible manner.

Landscape Enhancement – Modification of the natural or cultural landscape that tends to add visual, aesthetic, and recreational interest.

Landscape Management Plan – Serves two important functions: it is the principle treatment document for cultural landscapes and the primary tool for a landscape's physical attributes, biotic systems, and long term management of those landscapes.

Landscaping – Plantings including trees, shrubs, and ground covers suitably designed, selected, installed and maintained so as to enhance a site, the surroundings of a structure, or the sides or medians of a roadway. Landscaping may also refer to structural improvements like retaining walls, structures, walkways, drainage, and lighting.

Latent Demand, **For Activities** – The (recreational) activities that people would more often participate in if there were more opportunities and facilities available within a reasonable distance and at a convenient and acceptable time and price.

Lead Agency – The governmental agency responsible for compliance with CEQA for a proposed project. Generally, it is the agency with the broadest permit discretion for the project or the agency actually carrying out the project. For example, the California Department of Parks and Recreation is the Lead Agency for Departmental projects, and has the authority to approve its own projects, even though permits may also be required from other agencies. See **California Environmental Quality Act (CEQA)**.

Leadership Plan – An element of the comprehensive park, recreation and open space plan that sets forth the mission, management philosophy, and values of the organization, including the organizational structure and leadership positions needed to implement each action item of the plan. See **Comprehensive Plan** and **General Plan**.

League of California Cities – The League of California Cities is an association of California city officials who work together to enhance their knowledge and skills, exchange information, and combine resources so that they may influence policy decisions affecting cities. www.cacities.org/

Leapfrog Development – A development pattern in which subdivisions are built outside of urban areas, often skipping large parcels of land. Leapfrog development is a form of urban sprawl, requiring infrastructure expansion that in turn encourages further development, often without incorporating long-term or focused planning. See **In-Fill Development**.

Leisure – There are two schools of thought about this word. One relates it to a state of being in which an individual acts freely according to his or her own dictates. The other relates it to time that is free from fulfilling the basic obligations and necessities of life, allowing the individual to select other pursuits. Leisure provides the opportunity for individuals to choose and to participate in activities or pursuits that bring personal satisfaction and enjoyment – a life-enriching process that broadens and refines perception of self. See **Recreation**.

Leisure/Recreation Industry – Is composed of organizations or government agencies offering lands, facilities, programs and services in the:

- Private for-profit sector of business enterprises including what is referred to as commercial recreation and travel and tourism
- Non-profit sector, encompassing the many associations concerned especially with social concerns and the quality of life
- Public sector, commonly noted as park and recreation agencies at the local, state, and national levels

Letter of Inquiry/Letter of Intent – A brief letter outlining an organization's activities and its requests for funding that is sent to a prospective donor in order to determine whether it would be appropriate to submit a full grant proposal. Many grantmakers prefer to be contacted in this way before receiving a full proposal. See **Donor**, **Proposal**, and **Query Letter**

Level of Service (LOS) – An expression of the minimum recreation and park infrastructure capacity (land or facilities) required to satisfy the park and recreation needs of residents of a community. The LOS is often expressed as acres/1000 population. See **Park(s)**.

Level-One Environmental Assessment – An early analysis or review to determine if environmental contamination and liability is present on a site proposed for acquisition and/or development. See **Brownfields**, **California Environmental Quality Act**, **Environmental Assessment**, **Environmental Impact Report**, and **Hazardous Material**.

Lighting and Landscaping Act of 1972 – The 1972 Act lets cities, counties, and special districts levy assessments for land purchase and construction, operation and maintenance or parks, landscaping, lighting, traffic signals, and graffiti abatement. See **Lighting and Landscaping Assessment Districts (L&L) (L&LAD)**, **Maintenance Assessment Districts**, and **Public Finance**. http://ceres.ca.gov/ceqa

Lighting and Landscaping Assessment Districts (L&L) (L&LAD) – The Lighting and Landscaping Act of 1972 enables cities, counties, and special districts to, among other things, acquire land for parks, recreation and open space through the creation of a special assessment district by 2/3 of the property owners of that district. See **Lighting and Landscaping Act of 1972**, **Maintenance Assessment Districts**, **Public Finance**, and **Special Assessment**. www.shilts.com/landscap.htm and http://ceres.ca.gov/ceqa

Line-Item – A single entry within a detailed budget listing each expenditure category (personnel, supplies, equipment, travel, contractual, etc.) separately, along with dollar amount budgeted for items in each category. See **Budget**.

Living History Program – Programs that combine authentic activities, objects, and historic persona to convey an event or an era. Actors in period attire help visitors gain insights about the history of a site, an occurrence, and/or a period. Living history is an important interpretive medium for many historic parks. See **Interpretation**.

Loaned Talent – Usually involves employee-loaned professionals and executive staff who are helping a nonprofit in an area involving their particular skills.

Lobbying – Process of attempting to influence Legislators in the passage, defeat, content of legislation, or regulations by individuals or a group.

Local Agency (Government) – Any city or county, whether general law or chartered, special district, school district, joint powers entity, redevelopment agency, or any other municipal corporation, district, or political subdivision of the state. Also called Local Government. See **California Local Government**, **California Local Government Information Website**, **Charter City**, and **General Law**.

Local Agency Formation Commission (LAFCO) – A county commission that reviews and evaluates all proposals for the formation of special districts, incorporation of cities, annexation to special districts or cities, consolidation of districts, and merger of districts with cities. Each county's LAFCO is empowered to approve, disapprove, or conditionally approve these proposals. The Cortese-Knox Act establishes a LAFCO to be made up of elected officials of the county, as well as the cities, and in some cases, special districts in that county. A LAFCO establishes spheres of influence for all the cities and special districts in each county. See **Annexation**, **Cortese-Knox Act**, **Proposal**, and **Sphere of Influence**. www.opr.ca.gov/localplanning/LAFCOReform.shtml

Local Register of Historical Resources – A list of properties officially designated or recognized as historically significant by a local government under a local ordinance or resolution. See **California Office of Historic Preservation** and **Historical Resource Under CEQA**.

Local Share – Resources a grantee must provide in relation to the grantor's share in order to receive a grant. See **Grantor** and **Share**.

M

"Magic or grandfathered" Subdivision – A subdivision that predates the original passage of the state subdivision legislation. Often provisions of parks and recreation facilities can be negotiated even though not legislated. See **Subdivision** and **Subdivision Map Act**.

Maintenance – Tasks undertaken on a regular basis to keep park and recreation facilities, areas, buildings, equipment and supplies in a safe, attractive and usable condition and in accordance

with established standards and existing needs for effective operation. See **On-going/Deferred Maintenance** and **Rehabilitation**.

Maintenance Assessment Districts – A mechanism for local agencies, including park and recreation agencies, to charge property owners a fee for the benefit derived by the property as a result of local agency service improvements. See **Lighting and Landscaping Act of 1972** (Code § 22500 of the Street and Highways Code), **Lighting and Landscaping Assessment Districts**, **Mello-Roos**, **Mello Roos Bond**, and **Special District**.

Management Development – Grants for salaries, staff support, staff training, strategic and long-range planning, budgeting and accounting.

Management Plans – In California State Parks, management plans define the objectives, methodologies, and/or designs regarding how management goals will be accomplished. Occurring on an as-needed basis, they are typically focused on specific management topics, goals, or issues. Depending on their focus, the plans can apply to all or part of a unit. Management plans are consistent with systemwide plans and policies, and with the unit's general plan. See **Public Works Plan** and **Specific Project Plans**.

Management Proposal – That Portion of a Design-Build Proposal which contains the management plan including project approach, personnel, organization, schedule, affirmative action plan, etc. The Management Proposal falls under the general category of qualitative evaluation factors. See **Design-Build.**

Mandate – Requirement imposed by a legal act of the federal, state, or local government.

Mandatory Dedication – A dedication of parkland that is mandated by an ordinance requiring a developer to dedicate land (and/or cash in lieu of land) as a prerequisite for subdivision map approval. See **Dedication**, **Dedication of Land**, and **Subdivision Map Act**.

Marina – A facility at water's edge for storage, launching and docking watercraft. It should provide motor service, fuel, refreshments, supplies, and holding-tank and dump facility. Often marinas have picnic areas, walking trails, parking areas and restrooms.

Master Environmental Assessment – A thoroughly documented assessment of the existing physical and environmental conditions of a given area. See **California Environmental Quality Act**, **Environmental Assessment**, and **Environmental Impact Statement**.

Master Plan – Master plans are tangible statements of where the park is now, what it should be in the future and what is required to get there. While circumstances vary from place to place, the decision to develop a master plan is often determined by the need to understand the current conditions of the park, to generate and build community interest and participation, to create a new and common vision for the park's future, and/or to develop a clear and solid set of recommendations and implementation strategies. Master Plans may also be developed for a complex of parks, neighborhoods, communities, etc. with the same general objectives. See **Comprehensive Plan**, **General Plan**, **Master Planned Development**, **Master Plan of Recreation Services**, **Phase I Development**, and **Phase II Development**.
http://pps.org/topics/design/masterplan/

Master Plan of Recreation Services – A long-range comprehensive plan outlining the recreation needs (program, staff, facilities, and fiscal) within a specified area and indicating alternative ways for meeting these requirements. The recommendations made will guide the future development (what, where, when) of recreation facilities in the area. See **Master Plan**.

Master-Planned Development – A development designed to create an entire self-contained community, rather than an addition to an existing one. Sometimes called a "new town," it includes necessary public services such as roads, infrastructure, sewers, schools, and parks. See **Comprehensive Plan**, **Development**, **General Plan**, and **Master Plan**.

Match (Grants) – Means the funds or equivalent in-kind contributions that are required in addition to grant funds for some programs. Gifts of land may qualify as in-kind contributions for acquisition grants. See **Donor**, **Grant(s)**, **Federal Funding Sources**, and **In-Kind** (grants). www.parks.ca.gov

Matching Funds – Contributions required by a party other than the grantor.

Matching Gift – A grant by a corporation that matches an amount contributed, usually by an employee to a nonprofit organization. It may be an exact match of funds or a ratio match, such as $3 given for every $1 contributed by an employee. See **Matching Requirements**.

Matching Requirements – Identifies matching fund requirements, which must be met by an applicant to receive benefits from a program. These are listed as percentages, and must equal 100% when totaled. See **Matching Gift**.

Mathematical Structure – The algebraic expression that describes the formula in mathematical terms. It shows how a formula's data elements are algebraically combined to determine either program eligibility, the grant recipient's share of available funds, the recipient's funding allotment, or the level of eligible program costs subject to federal reimbursement. These algebraic expressions cannot be used to calculate recipients' actual dollar allocations because constraints and set-asides are not included. See **Data Elements**, **Formula**, **Set-Asides**, and **Share**.

Meander Belt – Land in the vicinity of a river channel that allows the river to meander in a natural way. Meander belts are a way to protect natural habitat along a river. See **Biocorridor**, **Connectivity**, **Greenbelt**, and **Greenway**.

Mello-Roos Bond – A bond issued pursuant to the establishment of a Community Facilities District (CFD) created for a new development, also known as a "dirt bond." The CFD levies additional property taxes on land located inside the district; thus creating a dependable revenue stream that can be used in issuing bonds to pay for the new infrastructure. Mello-Roos funds have been traditionally used for the acquisition, development, and maintenance of parks, recreation programs, and open space. See **Community Facilities Districts**, **"Dirt Bonds"**, **Maintenance Districts**, **Special Assessment Bonds**, and **Special District**. www.mello-roos.com, http://www.clta.org/Publications/Title%20Consumers/Mello-Roos.htm and http://www.californiataxdata.com/A_Mello_Roos/index.asp

Mello-Roos Community Facilities Act of 1982 – The Mello-Roos Act (Gov. Code § 53311 et seq.) is a tax-based financing method available to cities, counties, and special districts. It authorizes local governments to establish Community Facilities Districts within which they may

levy special taxes and issue bonds to finance open space acquisition, parks and recreation programs, maintenance, schools, libraries, and other government facilities. Funding for the district is obtained from a special tax or charge levied against the parcels in the district. See **Acquisition**, **Community Facilities Districts**, **Development**, **Development Fees**, **"Dirt Bonds," Land-Secured Bonding Mechanism**, **Maintenance Districts**, **Public Finance**, **Special Assessment Bonds**, **Special District**, and **Tax-Exempt Bond**. www.mello-roos.com and http://www.clta.org/Publications/Title%20Consumers/Mello-Roos.htm, www.californiataxdata.com/A_Mello_Roos/index.asp

Midden – Usually refers to an archaeological trash deposit often associated with an ancient village or home site. See **Cultural Landscape** and **Cultural Preserve**.

Migration – The periodic passage from one region to another by animals for feeding or breeding. Migration is one of many ways wildlife cope with the changing seasons. Birds, aquatic, wildlife, and even some mammals and insects repeat their long journeys year after year in search of better weather, food supplies, and breeding opportunities. For example, whales are frequently seen migrating in the Fall from Baja California to Alaska. www.nwf.org/

Mills Act Property Tax Abatement Program – The Mills Act is a state sponsored legislation granting local governments the authority to directly participate in an historic preservation program. More importantly, the Mills Act is a self-directed, economic incentive program designed to provide private property owners the opportunity to actively participate in the restoration of their properties while receiving property tax relief. See **Historic Preservation**. http://ohp.parks.ca.gov/default

Mini-Park – A classification used to address limited or isolated recreational needs. Frequently these park facilities are ¼ acre or less and serve specific needs, such as a small picnic area or a tot-lot, or a specific neighborhood. See **Community Park**, **Neighborhood Park**, **Pocket Park**, **Regional Park**, and **Urban Park**.

Minimum Allocation – A guarantee to each grant recipient of a funding level that equals a minimum specified level, either in absolute dollar or percentage terms. See **Pro Rata Reduction**.

Minimum Service Level (MSL) – Defines the base outputs which are either legally mandated or considered to be the most important set of outputs of an organization. The minimum service level corresponds directly to the purpose or mission of the organization. MSL is the effort, expressed in terms of service and cost, below which it is not realistic or feasible to operate.

Miscellaneous Funding Source – Revenues other than those received from standard sources such as taxes, licenses, and permits, grants and user fees. See **Funding Sources** and **Revenue**.

Mission Statement – A broad statement of purpose derived from an organization's values and goals. See **Vision Statement**.

Mitigate, **Mitigation** – To ameliorate, alleviate, or avoid to the extent reasonably feasible. According to CEQA, mitigation for environmental impacts include: (a) avoiding an impact by not taking a certain action or parts of an action; (b) minimizing an impact by limiting the degree or magnitude of the action and its implementation; (c) rectifying an impact by repairing, rehabilitating or restoring the environment affected; (d) reducing or eliminating an impact by preserving and maintaining operations during the life of the action; (e) compensating for an

impact by replacing or providing substitute resources or environments. Refers also to Section 106 of the National Historic Protection Act. See **Adaptive Land Use Management**, **California Environmental Quality Act**, **Ecological Assessment**, **Impact Mitigation Measure**, **In-Kind Mitigation**, **Mitigation Measure**, **Mitigated Negative Declaration**, **Off-site Mitigation**, and **On-site Mitigation**. www.lib.berkeley.edu/ENVI/landuse.html http://ceres.ca.gov/ceqa

Mitigated Negative Declaration – A CEQA document prepared when a project would have significant environmental effects as originally proposed, but the developer can and will eliminate those effects by changing the project or adopting mitigation measures. After a public hearing and review period, the city council or county board of supervisors accepts or rejects the document. An example of a mitigated significant environmental effect would be to offer wetlands in another area in exchange for the wetlands affected by a proposed development project. See **California Environmental Quality Act**, **Environmental Impact Report**, and **Mitigation**. www.lib.berkeley.edu/ENVI/landuse.html or http://ceres.ca.gov/ceqa

Mitigation Measure – Under the California Environmental Quality Act (CEQA), when an environmental impact or potential impact is identified, measures must be proposed that will eliminate, avoid, rectify, compensate for, reduce or compensate for those environmental effects. See **California Environmental Quality Act**, **Ecological Assessment**, **Impact Mitigation Measure**, **In-Kind Mitigation**, and **Mitigation**. www.lib.berkeley.edu/ENVI/landuse.html or http://ceres.ca.gov/ceqa

Mixed Mode Transit – Travel involving a combination of walking and/or bicycling with bus or train, such as light-rail services.

Model Airplane Fly Area – A designated open space, away from residential areas, permitting controlled model plan flying; away from airport if radio controlled planes are used.

Monitoring Data – Systematic collection of physical, biological, or economic data or a combination thereof in order to measure, evaluate and/or make decisions regarding an operation or program.

Monument – An object, whether fixed or movable, that is primarily artistic in nature rather than functional and was constructed to commemorate a historic person or event.

Moss-Bennett Act – See **Archaeological and Historic Preservation Act of 1974**.

Mountain Bikes – Bicycles designed for unpaved trails and roads. See **All-terrain Bike Trails**.

Multi-Use or Multi-Purpose Trail – An appropriately surfaced trail intended as a circulation connection for a variety of uses (bicycle, hiking, pedestrian, equestrian). See **Bikeway** and **Trail(s)**. http://www.uwex.edu/ces/cty/sheboygan/cnred/trails/

Multi-use Facility – Areas and buildings that are designed and constructed to meet the space and facility requirements of several types of recreation activities. They are usually found in a community or regional park. For example, a multi-use facility may be a gymnasium that can accommodate several sporting activities (e.g., basketball, and volleyball), stage for theatrical and musical performances, and accommodate large public meetings.

Multiple Use Management – Management of the public lands and their various resource values so that they are used in the combination that will best meet the present and future needs of the general public.

Municipal Trails – Existing and proposed trails located on lands under jurisdiction of incorporated cities. See **Bikeway** and **Trail(s)**.
http://www.uwex.edu/ces/cty/sheboygan/cnred/trails/

Murray-Hayden Urban Youth Services Grant Program – The Murray-Hayden Program provides grant funds for cities, counties, districts, non-profit organizations, and federally recognized California Indian tribes. Funds can be used for capital projects, including parks, park facilities, environmental enhancement projects, youth centers, and environmental youth service centers that are within immediate proximity of a neighborhood that has been identified as having a critical lack of parks and/or open space and/or deteriorated park facilities that are in an area of significant poverty and unemployment, and have a shortage of services for youth. Priority is given to capital projects that employ neighborhood residents and at-risk youth. The California Department of Parks and Recreation, Office of Grants and Local Services administers this grant program. See **At-Risk-Youth**, **Grant(s)**, and **Proposition 12**. www.parks.ca.gov

Museum – A museum is an organized and permanent institution, essentially educational or aesthetic in purpose, with professional staff, which owns and/or utilizes tangible objects, cares for them, and exhibits them to the public on some regular basis.

N

National Association of Counties – The association acts as a liaison with other levels of government and works to improve public understanding of counties. http://www.naco.org

National Association of Recreation Resource Planners (NARRP) – The National Association of Recreation Resource Planners is an organization of outdoor recreation professionals and others interested in recreation resource planning. It is a nationwide organization with members representing federal and state agencies, land managers, consultants, and academic institutions.
http://www.narrp.org/

National Association of State Park Directors (NASPD) – An organization of State Park Directors of each of the 50 state park agencies. Provides a common forum for exchange and collective positions on issues affecting the state park programs and development of professional leadership and partnering with other agencies involved in park and recreation programs. See **Director**.

National Audubon Society – The mission of the National Audubon Society is to conserve and restore natural ecosystems, focusing on birds and other wildlife for the benefit of humanity and the earth's biological diversity. http://www.audubon.org

National Center on Accessibility (NCA) – A program of Indiana University's Department of Recreation and Park Administration, funded in part by the U.S. Government through the National Park Service. NCA focuses primarily on accessibility as it relates to parks, recreation,

and tourism industries. Major objectives include conducting research, providing technical assistance, developing resources and training materials, and conducting educational programs. See **National Park Service** and **Technical Assistance**. www.ncaonline.org and http://www.nps.gov/

National Coastal Wetlands Conservation Grant Program – This grant program was established by the Coastal Wetlands Planning, Protection, and Restoration Act of 1990. The FWS provides matching grants through this program to acquire, restore, manage or enhance coastal wetlands. The program encourages partnerships, support for watershed planning and leveraged funding for on-going projects to maximize use of the limited funds. Between $11 million and $15 million of competitive funding is allocated nationally for coastal states. A 50% match can be increased to 75% if a qualifying state establishes and maintains a special fund for acquiring wetlands, other natural areas or open space. www.fws.gov/cep/coastweb.html

National Environmental Policy Act (NEPA) – The federal law that requires an environmental review process in all federal projects and requires each state to adopt an Environmental Protection Program. The National Environmental Policy Act of 1969; 42 U.S.C. 4321-4347 NEPA is the basic national charter for protection of the environment. It establishes policy, sets goals, and provides means for carrying out the policy. NEPA requires federal agencies to prepare Environmental Impact Statements for federal actions significantly affecting the human environment. See **California Environmental Quality Act**, **Endangered Species**, **Endangered Species act of 1973**, **Environmental Assessment**, **Environmental Impact Statements**, **Finding of No Significant Impact**, **Impact Mitigation Measure**, and **Technical Advisory Committee**. http://www.epa.gov/epahome/lawregs.htm

National Historic Landmarks (NHL) – Are nationally significant historic places designated by the Secretary of the Interior (National Park Service) because they possess exceptional value or quality in illustrating or interpreting the heritage of the United States. Today, fewer than 2,500 historic places bear this national distinction. See **Points of Historical Interest**. www.cr.nps.gov/nhl/

National Historic Preservation Act of 1966 (NHPA) – As amended established the National Register of Historic Places (cultural, historical, and environmental regulations), as well as other regulations. Created a partnership between federal, state, and local agencies to extend the national historic preservation programs to properties of state and local significance. See **Advisory Council on Historic Preservation**, **Certified Local Government**, **Preservation**, and **Section 106 of the National Preservation Act**.

National Historic Preservation Fund (NHPF) – This fund provides for the preservation of properties that are significant in American history, architecture, archaeology, and culture. The California Department of Parks and Recreation, Office of Historic Preservation administers this funding source. www.parks.ca.gov

National Maritime Heritage Grants Program – Administered by the National Park Service. Currently, there is no funding available. The grants program is funded from 25% of the proceeds from scrapped vessels of the National Defense Reserve Fleet (NDRF). Unfortunately, problems in meeting adequate environmental and worker safety standards during the scrapping process have caused delays in the disposal of NDRF vessels. This has resulted in a decline in the profits generated by this resource and a loss of funds available for the grants program. See **National Park Service**. www.cr.nps.gov/maritime/grants.htm and http://www.nps.gov/

National Monuments – The Antiquities Act of 1906 authorized Presidents to set aside "historic and prehistoric structures, and other objects of historic or scientific interest" in federal custody as national monuments. See **Antiquities Act of 1906**.

National Park Service (NPS) – The National Park Service preserves unimpaired the natural and cultural resources and values of the national park system for the enjoyment, education, and inspiration of this and future generations. The Park Service cooperates with partners to extend the benefits of natural and cultural resource conservation and outdoor recreation throughout this country and the world. See **California Statewide Comprehensive Outdoor Recreation Plan**, **Federal Lands to Parks**, **Grants**, **Land and Water Conservation Fund Grant Program**, **National Center on Accessibility**, **National Maritime Heritage Grants Program**, and **National Register of Historic Places**. www.nps.org

National Park Trust (NPT) – NPT is a private land conservancy dedicated exclusively to American's Parklands, saving nationally significant wildlife, scenic wonders and historic monuments. http://www.parktrust.org

National Parks Conservation Association (NPCA) – A non-profit organization supporting National Parks. www.npca.org

National Recreation and Park Association (NRPA) – A national organization dedicated to advancing parks, recreation, and environmental conservation efforts that enhance the quality of life for all people. See **Commission Accreditation Park and Recreation Agencies**. www.nrpa.org

National Register of Historic Places (NRHP) – The National Register of Historic Places is the Nation's official list of cultural resources worthy of preservation. Authorized under the National Historic Preservation Act of 1966, the National Register is part of a national program to coordinate and support public and private efforts to identify, evaluate, and protect our historic and archeological resources. Properties listed in the Register include districts, sites, buildings, structures, and objects that are significant in American history, architecture, archeology, engineering, and culture. The National Park Service administers the National Register. The California Department of Parks and Recreation, Office of Historic Preservation administers this program for California. See **Determination of Eligibility**, **Historic Property**, **National Park Service**, and **Section 106 of the National Historic Preservation Act**. http://www.cr.nps.gov/nr/about.htm

National Rural Development Partnership – Comprised of 36 State Rural Development Councils and a National Rural Development Council, the NRDP brings together federal, state, local, and tribal governments, as well as the private for-profit and on-profit sectors, to work in partnership for the improvement of rural American's communities.

National Trails – Existing and proposed trails of national significance located on national park, national forest, Bureau of Land Management (BLM), or other lands under federal jurisdiction. Some trails may cross non-federal lands such as state highways, state parks or regional parks. See **Bureau of Land Management** and **Trail(s)**. www.nps.gov/carto/TRAILMAP.html

National Trust for Historic Preservation – The National Trust for Historic Preservation provides leadership, education and advocacy to save America's diverse historic places and revitalize our communities. See **Historic Preservation**. http://www.nthp.org

The National Wild and Scenic Rivers System – The National Wild and Scenic Rivers System Act established three river classifications that prohibited any water resource projects that would hinder or divert river flow. Congress required management agencies to protect and enhance the river's values contributing to the Wild and Scenic River designation, but allowed most other land uses unless they "substantially interfere with public use and enjoyment of these values." There are 10,896 miles of 155 rivers that have been designated nationally and 1,900 miles are within California.

The National Wilderness Preservation System – The Wilderness Act defines federal wilderness as land untouched by human activity, primarily affected by the forces of nature where solitude and primitive recreation are the dominant values. The Act directs wilderness to be "devoted to the public purposes of recreational, scenic, scientific, educational, conservation, and historical use." Commercial activities, motorized access, and permanent roads, structures or facilities are generally prohibited. While agencies can nominate wilderness areas, only Congress can designate them. The National Wilderness Preservation System contains more than 104 million acres with nearly 14 million acres located in California.

National Wildlife Federation (NWF) – NWF focuses its efforts on five core issue areas: Endangered Wildlife, Water Quality, Land Stewardship, Wetlands, and Sustainable communities, and pursues a range of educational projects and advocacy, and litigation initiatives within these core areas. http://www.nwf.org

Native American Graves Protection and Repatriation Act (NAGPRA) (25 U.S.C. 3001 et seq.) – This 1990 law requires federal agencies and museums receiving federal funds to inventory and repatriate (give back to the Most Likely Descendent(s)) human remains and the associated funerary objects, including items of cultural patrimony. The agencies and museums must offer to return these remains and objects to the Native American groups who are judged to be the Most Likely Descendants or most closely culturally affiliated with the remains. The law also protects Native American graves and other cultural items located within archaeological sites on federal and tribal land. See **Archaeological Resources Protection Act of 1979** and **Federal Funds**.

Native American Heritage Commission – Public Resource Code § 5097.9 established the nine member Native American Heritage Commission (NAHC). The NAHC is mandated to preserve and enhance Native American heritage and protect Native American resources in California.

Native Species – A plant or animal that is historically indigenous to a specific area. See **Ecosystem** and **Environment**.

Natural Communities Conservation Program (NCCP) – Federal multi-species Habitat Conservation Plan (HCP) established to encourage landowner cooperation in long-term regional conservation efforts. This plan provides certainty and predictability for land use planning and landowners by defining areas for habitat conservation and land development. See **Development**, **Habitat Conservation Plan**, and **Land Use Plan**. http://www.dfg.ca.gov/nccp/

Natural Resource Areas – Lands set aside for preservation of significant natural resources, remnant landscapes, open space, and visual aesthetics/buffering. See **Conservation**.

Naylor Act – Government Code § 54220 et seq. This act states that land deemed surplus by a state or local agency be made available in writing by the affiliated jurisdiction to another state or local agency for acquisition consideration. See **Acquisition**.
www.lib.berkeley.edu/ENVI/landuse.html and http://ceres.ca.gov/ceqa

Negative Declaration/Mitigated Negative Declaration – Essentially a finding that the project, or the project as amended/mitigated, will have no significant environmental impact. When a project is not exempt from the California Environmental Quality Act (CEQA) and will not have a significant effect on the environment, a negative declaration must be written. The negative declaration is an informational document that describes the reasons why the project will not have a significant negative impact on the proposed area and therefore, does not require an EIR. Also known as "Neg Dec." See **California Environmental Quality Act (CEQA)**, **Environmental Impact Report**, **Initial Study**, and **Responsible Agency**.
www.lib.berkeley.edu/ENVI/landuse.html, and http://ceres.ca.gov/ceqa

Neighborhood – One section of a community, often centered around a school that tends to have cohesive forces holding it together as a unit.

Neighborhood Center – A building containing facilities for the use of neighborhood groups such as meeting rooms, kitchen and eating area, storage space, craft areas, game room and restrooms.

Neighborhood Park – A relatively small area or park site (usually ten acres or less) that serves the recreational and social focus of the adjoining neighborhood. Publicly owned land intended to serve the recreation needs of people living or working within a one-half mile radius of the park and also intended to contribute to a distinct neighborhood identity. Typical park features include walkways, a small play area, picnic area, benches, trees, and other landscaping. See **Community Park**, **Mini-Park**, **Park(s)**, **Regional Park**, and **Urban Park**.

New Urbanism – A movement in architecture, planning, and urban design that emphasizes a particular set of design principles, including pedestrian and transit–oriented neighborhood design, and a mix of land uses as a means of creating more cohesive communities. See **Urban**.

Nexus Study – A study that documents the connection between an exaction and a development project or class of projects. A nexus study could show, for example, the relationship between commercial expansion and the need for more bikeways to alleviate added traffic. See **Dedication**, **Development Fees**, **Exaction**, **Inverse Condemnation**, **Rational Nexus Test**, and **Subdivision Map Act**.

NIMBY – Refers to "not in my back yard" and reflects the attitude of residents, homeowners and adjacent property owners who oppose acquisition and/or development simply because it would be located close to their property. Resistance to change, growth, and development often characterizes a NIMBY attitude. See **Development**.
www.rri.wvu.edu/wpapers/pdffiles/nimby.pdf

Noise Attenuation – Reduction of the level of a noise source using a substance, material or surface, such as earth berms, fencing, walls, etc. Park design, for instance, could include vegetative buffering between a sports complex and a bikeway or campground.

Non-Contact Water Recreation – Recreation involving proximity to water, but not normally involving body contact with water, where ingestion of water is reasonably possible. These uses include, but are not limited to, picnicking, sunbathing, hiking, beachcombing, camping, boating, tide-pool and marine life study, hunting, sightseeing, or aesthetic enjoyment in conjunction with the above recreational activities. See **Water Conservation** and **Water Contact Recreation**.

Non-Motorized Trails Grant Program – Eligible applicants include cities, counties, eligible districts, and the eligible local agencies formed for park purposes, and federally recognized California tribes. This competitive grant program funds the development, improvement, rehabilitation, restoration, and enhancement of non-motorized trails and associated interpretive facilities for the purpose of increasing public access to, and enjoyment of, public areas for increased recreational opportunities. The California Department of Parks and Recreation, Office of Grants and Local Services administers this grant program. See **Competitive Grant**, **Eligible Applicants**, and **Grants**. www.parks.ca.gov

Non-Native Species – Introduced species or exotic species; refers to plants and animals that originate in other regions of the world and are brought into a new region, where they may dominate the local species or in some way negatively impact the environment for native species. Also known as non-indigenous species. See **Exotic Species**.

Non-Profit Organization – An organization eligible for tax-exempt status pursuant to § 501(c)(3) of the Internal Revenue Code. 501(c)(3) – The organizations described in Federal Government Code § 501 are commonly referred to under the general heading of "charitable organizations." Organizations described in Code § 501(c)(3), other than testing for public safety organizations, are eligible to receive tax-deductible contributions in accordance with § 170. The exempt purposes set forth in Code § 501(c)(3) are charitable, religious, educational, scientific, library, testing for public safety, fostering national or international amateur sports competition, and the prevention of cruelty to children or animals. See **Charitable Contribution**, **Connectivity**, **Deductible Contribution**, **Eligible Applicants**, **Foundations**, **General Purpose Foundation**, **Joint Powers Agreement**, **Public Charity**, and **Recreation and Public Purposes Act**. http://www.irs.gov

North American Wetlands Conservation Act Grants Program – The 1989 North American Wetlands Conservation Act provides matching grants to private or public organizations or individuals in partnerships for wetlands conservation projects. The grants, which are matched with non-Federal funds equal or greater than the grant request, acquire and conserve wetlands, wetland-dependent fish and wildlife and restore and enhance natural habitats. Standard grant requests range from $51,000 to $1,000,000, although a separate smaller program awards requests up to $50,000. See **Federal Funds**.

Notice of Availability – Public notice of the availability of a Draft Environmental Impact Report or a Negative Declaration, provided by the Lead Agency, to enable public agencies and individuals to review and comment on the document. Public Resources Code § 21092. See **California Environmental Quality Act (CEQA)** and **Environmental Impact Report**.

Notice of Completion – A brief notice filed with the Office of Planning and Research by the Lead Agency, as soon as it has completed a draft Environmental Impact Report. A Notice of Completion is filed by a public agency stating that all contracted work has been completed and final payment made. To protect against liens by sub-contractors. **California Environmental Quality Act (CEQA)** and **Environmental Impact Report**. www.ceres.ca.gov/ceqa/flowchart/

Notice of Determination – A brief notice filed by a public agency after it approves or determines to carry out a project. See **California Environmental Quality Act (CEQA)** and **Environmental Impact Report**. www.ceres.ca.gov/ceqa/flowchart/ and www.ucop.edu.
Notice of Exemption – A brief notice, which may be filed by a public agency, after it has decided to carry out or approve a project for which an exemption to CEQA applies. See **California Environmental Quality Act (CEQA)** and **Environmental Impact Report**. www.ceres.ca.gov/ceqa/flowchart/

Notice of Funding Availability (NOFA) – Grant-making agencies issues a NOFA to solicit applications.

Notice of Preparation – A brief notice or document sent by a Lead Agency notifying the responsible trustee and involved federal agencies that it plans to prepare an EIR for a project. It is the first step in the EIR process. **California Environmental Quality Act (CEQA)** and **Environmental Impact Report**. www.ceres.ca.gov/ceqa/flowchart/

Nursery School – A building or part of a building that is professionally staffed for the care and education of pre-school children.

O

Objective – A statement specifying achievements to be attained within a prescribed time frame. An objective is exchanged/superseded by another objective at the expiration of the time frame. An objective is directly connected to how the resources of an organization will be used. An objective statement begins with an action verb and includes the quantified statement of the results expected as an outcome of the action, such as *Provide* (the action verb) *with existing manpower, 24-hour security coverage for five community center buildings at daily cost not to exceed $22.50* (quantified results) *during the applicable fiscal year* (explicit timeframe*).*

Obligations – The amount of grant funds awarded by the federal government to a grant recipient during a given period; obligations incurred require that the recipient make federal payments during the same or a future period. See **Encumbrances**, **Fund Accounting**, and **Public Finance**.

Off-Highway Vehicle Trust Fund (OHVTF) – A funding source administered through the California Department of Parks and Recreation, Off-Highway Motor Vehicle Recreation Division, that provides for the planning, acquisition, development, construction, maintenance, administration, operation, conservation, and law enforcement for off-highway vehicle recreation.

www.parks.ca.gov

Off-Highway Vehicles (OHV) – Motorized recreational vehicles. Includes dune buggies, quad-runners, all-terrain vehicles, motorcycles, dirt bikes and snowmobiles. http://ohv.parks.ca.gov/

Off-Site Mitigation – A mitigation project located away from the adversely affected site. See **Mitigation** and **On-Site Mitigation**.

Offer To Dedicate (OTD) – A legal document, recorded against the title to a property, which is an offer of dedication to the people of the State of California of an easement over the property or a portion of the property. Generally, an OTD allows for specific uses in the area of the property involved (for example, allowing the public to walk across private land to reach a regional park site). The offer conveys an easement in perpetuity only upon its acceptance on behalf of the people by a public agency or by a nonprofit private entity. See **Conservation**, **Easement**, **Landmark**, and **Open Space District**.

Office of Grants and Local Services (OGALS) – The Division of the California Department of Parks and Recreation that administers most grants to local park and recreation agencies and provides a variety of services throughout California. OGALS administers grants from Proposition 12 (2000) and Proposition 40 (2002). See **Grants** and **Program Officer**. www.parks.ca.gov/grants

Office of Historic Preservation (OHP) – The government agency primarily responsible for the statewide administration of the historic preservation program in California. Its responsibilities include identifying, evaluating, and registering historic properties and ensuring compliance with federal and state historic preservation regulations. See **California Heritage Fund Grant Program** and **Landmark**. www.parks.ca.gov

Old Growth – The older developmental stages of natural forests, a mature forested area not previously logged. In the case of redwoods and other species, old growth forests can be over 2,000 years old.

On-Going/ Deferred Maintenance – The continued maintenance of parks, playgrounds, play areas, playground equipment, lighting and other recreational facilities. Includes the continued maintenance of sidewalks, trails, pools, irrigation, trees, shrubs, grass, benches, restrooms, existing statues, fountains and other ornamental structures and facilities. This maintenance continues for the life of the site or the life of the recreational equipment. See **Rehabilitation** and **Maintenance**.

On-Site Mitigation – A mitigation project at or near the adversely affected site. See **Mitigation** and **Off-Site Mitigation**.

Open Shelter – A structure providing a roof for protection from sun or inclement weather, but remaining open on one or more sides.

Open Space – Land that has been acquired to be maintained in its natural state for its intrinsic and/or open space value (buffer, habitat preservation, heritage tree stands, park and recreation, conservation of natural resources for historic or scenic purposes.) See **Buffer**, **California Land Conservation Act**, **Cluster Development**, **Greenbelt**, **Green Infrastructure**, **Greenway**, **In-fill Development**, **Infrastructure Financing District**, **Open Space District**, **Park(s)**, **Proposed Park**, and **Urban Park**.

Open Space District – A special district formed for the purpose of acquiring, operating and managing open space and conservation lands. Open space districts may receive funding from

traditional property taxes, or if approved, from a special tax. See **Conservation Easement**, **Conservation Planning**, **Offer to Dedicate**, and **Open Space**.

Open Space Subvention Act – Local governments receive an annual subvention of forgone property tax revenues from the state via the Open Space Subvention Act of 1971. See **California Land Conservation Act**.

Operating Budget – The annual appropriation of funds for on-going program costs, including employee services, other services and supplies, equipment, and debt service. See **Appropriation**, **Budget**, **Enterprise**, and **Labor/Supply Offset**.

Operating Foundation – A 501(c)(3) organization classified by the IRS as a private foundation whose primary purpose is to conduct research, social welfare, or other programs determined by its governing body or establishment charter. Some grants may be made, but the sum is generally small relative to the funds used for the foundation's own programs. See **Charitable Contribution** and **Independent Foundation**.

Operating Support Grant – A grant to cover the regular personnel, administrative, and other expenses of an existing program or project.

Operating Transfers – Transfers from a fund receiving revenue to a fund that will expend the resources. See **Fund** and **Revenue**.

Ordinance – A law or statute. The term is used to designate the enactment of the legislative body of a municipal corporation, and is often used in conjunction with zoning, building, and safety. For example, a Tree Ordinance could protect an oak grove in an otherwise developable area. See **General Plan Amendment**, **Land Use Designations**, **Land Use Element**, **Land Use Plan**, and **Zoning**.

Out-of-Kind Mitigation – Out-of-kind mitigation is a special type of compensatory mitigation in which the adverse impacts to one habitat type are mitigated through the creation, restoration, or enhancement of another habitat type. See **In-kind Mitigation**.
http://www.coastal.ca.gov/weteval/we7.html

Outdoor Theater – A structure used to present outdoor theatrical productions, pageants, concerts and meetings, constructed in a natural setting usually using a grassy slope, and concrete steps or benches for seating.

Overhead (grants) – Also called in-direct costs, this is a fiscal arrangement whereby the grant receiving organization earns monies in addition to direct costs, for their services in the area of payroll and personnel services, staffing, utilities, and other services that create the environment for the project staff to complete their assignments. Overhead rates vary from under ten percent to 100 percent depending on the operational costs documented by the grant receivers. See **Indirect Cost**.

P

Par Course – A health-oriented trail where a series of fitness stations with equipment and instructions have been provided stressing flexibility and muscular development. See **Trail(s)**.

Parcel Map – A minor subdivision resulting in fewer than five lots. The city or county may approve a parcel map when it meets the requirements of the general plan and all applicable ordinances. The regulations governing the filing and processing of parcel maps are found in the state Subdivision Map Act and the local subdivision ordinance. See **Assessor's Parcel Number**, **Subdivision**, and **Subdivision Map Act**.

Parcel Tax – A special tax that is a flat amount per parcel and not ad valorem based, according to the value of the property. Parcel taxes must be approved by a two-thirds vote of the electorate. (See Government Code § 50079, et al.) See **Density Bonus**, **General Obligation Bonds**, **Proposition 218**, and **Special Assessment Taxes**. www.ceres.ca.gov

Park(s) – Understood to include a wide variety of parks and recreation areas ranging from developed urban sites (e.g., playgrounds, sports fields, par courses, mini-parks, pocket parks, and tot-lots) to remote, essentially natural areas and even pristine wilderness areas. May include cultural buildings and sites developed or preserved for their educational and historic (or pre-historic) value (e.g., museums, historic buildings), and may include active areas for motorized and non-motorized vehicle recreation, in addition to trails, waterways, and greenways. See **Dedication**, **In Lieu of**, **Greenbelt**, **Greenway**, **Level of Service**, **Mini-Park**, **Neighborhood Park**, **Open Space**, **Proposed Park**, **Regional Park**, **School Park**, and **Urban Park**.

Park Acreage Standards – An expression of the minimum recreation and park infrastructure capacity required to satisfy the park and recreation needs of residents of a community. For example, the standards may be expressed as acres per 1000 population. See **Dedication**, **in Lieu of**.

Park Facility (Grants) – Improved lands or structures for recreational use on property open to the public. www.parks.ca.gov

Park Pavilion – A structure that may provide open shelter as well as an enclosure or public hall for meetings. Restrooms, storage area, and a food concession area may be included in the structure.

Park Trail – Multi-purpose trails located within greenways, parks, and natural resource areas. Focus is on recreational elements and connection with the environment. See **Connector Trails** and **Trail(s)**.

Parkland Dedication Ordinance – A dedication of parkland that is mandated by an ordinance requiring a developer to dedicate land (and/or cash in lieu of land) as a prerequisite for subdivision map approval. See **Dedication**, **Dedication of Land**, **Mandatory Dedication** and **Subdivision Map Act**.

Parkway – A linear area of land located along a roadway, waterway, bikeway, or other common corridor. The size varies and the overall shape is generally elongated and narrow. See **Buffer**.

Partnering/Partnership – An umbrella term that includes agreements, cooperative ventures, joint arrangements, alliances, collaborations, coalitions, and work forces. See **Civic Center Act**, **Contributions Policy**, and **Joint Powers Agreement**.

Payment in lieu of Taxes Act (PILT) – Payments in Lieu of Taxes (PILT) are congressionally approved payments to counties offsetting tax revenue losses from the tax-exempt federal lands within their jurisdiction. The payments apply to lands in the National Forest System, the National Park System, BLM administered lands and lands reserved or withdrawn from the public domain for federal water projects, the National Wildlife Refuge System, and a few other categories. California counties received nearly $21 million in PILT payments in 2000 distributed by BLM. The payments are in addition to other federal land receipt-sharing sources, including revenues from mineral leasing, livestock grazing and timber sales. The PILT payments help fund vital community services, including fire and police protection, recreation, as well as hospital and school construction.

Payout Requirements – The Internal Revenue Code requires that all private foundations, including corporate foundations, pay out annually in grants and contributions the equivalent for approximately 5% of the value of their investment asset. See **Cooperative Venture** and **Corporate Foundation**.

Per Capita – Per person, often refers to equal distribution to each individual or unit of the population.

Per Capita Grant Program (as in Propositions 12 and 40) – Block grants allocated to eligible cities, counties, and eligible districts. Eligible projects under Proposition 40 are the acquisition, development, improvement, rehabilitation, restoration, enhancement and interpretation of local park and recreation lands and facilities. Proposition 12 per capita grant program funds have been allocated. The California Department of Parks and Recreation, Office of Grants and Local Services administer this grant program. See **Acquisition**, **Proposition 12**, and **Proposition 40**. www.parks.ca.gov

Performance/Productions (grants) – Grants to cover cost specifically associated with mounting performing arts productions.

Performing Arts – Operatic, orchestral, dramatic, dance, choral or other musical programs.

Permit – Usually written permission granted by some authority to allow the use of an area or a building at a specified time for a specific purpose.

Personnel Year (PY) – The actual or estimated portion of a position expended for the performance of work. For example, a full-time position that was filled by an employee for half of a year would result in an expenditure of 0.5 personnel years. See **Full time Equivalent (FTE's)**.

Phase I Development – Basic park development that includes grading, drainage, irrigation, landscaping and at least one of the recreation elements designated in the site master plan for every four acres. See **Developed**, **Development**, **General Plan**, **Master Plan**, and **Phase II Development**.

Phase II Development – Park development that includes lighting and expanded facility development and/or improvements beyond the basic development associated with Phase I. See **Developed**, **Development**, **General Plan**, **Master Plan**, and **Phase I Development**.

Pilot Test – Dry run of a process, such as a workshop or training session, on a selected group of people in a realistic setting, to obtain feedback and make necessary adjustments before delivery of the finalized product or service to the target audience.

Planned Unit Development (PUD) – Land use zoning that allows the adoption of a set of development standards that are specific to the particular projects being proposed. PUD zones usually do not contain detailed development standards; these are established during the process of considering the proposals and adopted by ordinance if the project is approved. See **Development**, **Land Use Element**, **Land Use Plan**, **Land Use Regulation**, **Proposal**, and **Zoning**.

Planning – A systematic process of collecting and organizing information to support decision-making. Planning is an essential function of all park and recreation managers. There are different types of planning, including community, strategic, and comprehensive planning, also recreation program and physical resources planning. www.wtp.net/wirth/parkrec.htm

Planning Commission – A group of residents appointed by the city council or board of supervisors to consider land use planning matters. The commission's duties and powers are established by the local legislative body and might include hearing proposals to amend the general plan or rezone land, initiating planning studies (road alignments, identification of seismic hazards, etc.), and taking action on proposed subdivisions. See **Proposal**.

Planning Grant – Grant that funds the planning process of a program. It might, for example, support surveys to determine the scope of a program or needs it should address. See **Grant(s)**.

Playground, **Adventure** – Typically, a play area designed to stimulate the creativity, physical ability, and imagination of older children. It frequently includes tools and materials so children can construct things of their own design or experiment with earth, water, sand, wood, and other materials. Play apparatus may include tire swings and more challenging slides and climbing structures.

Playground, **Creative** – An area designed to stimulate a child's imagination and to foster creative play. It may include equipment such as water, sand, building blocks, and other features.

Playground, **Traditional** – An area within a park or school that contains play equipment such as swings, slides and teeter-totters. It may be have colorful, inviting equipment, interactive features that invite children to explore and other educational features. Usually there is seating around the perimeter.

Pocket Park – A classification used to address limited or isolated recreational needs. Frequently these park facilities are ¼ acre or less and serve specific needs, such as a small picnic area or a tot-lot, or a specific neighborhood. See **Mini-Park**.

Points of Historical Interest – The California Point of Historical Interest Program (Public Resource Code § 5021) is a state historical resources registration program, established in 1965, which provides official recognition for historical resources that are significant at a county or

regional level, but do not qualify for designation as California Registered Historical Landmarks. The California Department of Parks and Recreation, Office of Historic Preservation administers this program. www.parks.ca.gov See **California Office of Historic Preservation**, **Historic Resource Under CEQA**, and **National Historic Landmarks**.

Porter-Cobey Federal Water Project Recreation Act – An act in which State and local public agencies are encouraged to participate with the Federal government with respect to recreation and fish and wildlife enhancement facilities at Federal water projects to the extent that such facilities are deemed necessary and desirable by the participating state or local public agency. (Public Resource Code § 5094-5094.5)

Preliminary Drawings – The preliminary work done by a landscape architect, architect, planner, or designer. It may consist of concept drawings, mock-ups, overlays, sketches, or a model. Preliminary drawings may not fairly represent the final facility. A nominal fee is charged for this work if it is done before the contract is signed.

Preservation – Defined as the act or process of applying measures necessary to sustain the existing form, integrity and materials of an historic property. Work includes preliminary measures to protect and stabilize historic resources. See **California Office of Historic Preservation** and **National Historic Preservation Act of 1966**.

Private Foundation – A non-governmental, nonprofit organization that is established to aid social or cultural activities through the awarding of grants. It includes Corporate Foundations, Charitable Groups, Community Foundations, Individual Foundations, and Family Foundations.

Private Operation Foundation – A foundation that, although lacking general public support, devotes most of its earnings and assets directly to the conduct of its tax-exempt purposes (for example, operating a museum) rather than making grants to other organizations for these purposes.

Private Park and/or Recreation Facility – Parks and recreation facilities that are privately owned yet contribute to the public park and recreation system. KOA campgrounds and privately operated golf courses are examples of private recreation facilities.

Pro rata – Refers to the proportionate distribution of the cost of infrastructure improvements associated with new development to the users of the infrastructure on the basis of projected use. See **Infrastructure**.

Professorships – Grants to educational institutions to endow or fund a professorship or chair.

Program Amount (as in grants) – Funds that are expended to support a particular program administered internally by a foundation or corporate giving program. See **Corporate Giving Program** and **Foundation**.

Program Development (grants) – Grants to support the development of specific projects or programs as opposed to general-purpose grants. See **Zero-Based Budgeting**.

Program Evaluation (grants) – Grants to evaluate a specific project or program; includes awards both to agencies to pay for evaluation costs and to research institutes or other program evaluators.

Program Grant – Grant earmarked to fund a specific project or program activity of an organization rather than for general operating expenses.

Program Officer – Staff member in a foundation or corporate contribution office who is responsible for screening grant applications, researching the organization or program seeking funds, reviewing proposals and making recommendations about grants, often in a particular area, to the contributions committee or board. See **Contributions Committee**, **Local Services**, **Office of Grants**, and **Proposal**.

Program-Related Investment (PRI) – A loan made by a foundation to a nonprofit organization for a project related to the foundation's stated purpose and interests. Program-related investments are often made from a revolving fund; the foundation generally expects to receive its money back (sometimes with a return at or below current interest rates).

Project (grants) – The acquisition, development, enhancement, restoration or other activities to be accomplished with grant funds. See **Development**.

Project (environmental review process) – The entirety of an action that has a potential for resulting in a physical change in the environment. See **California Environmental Quality Act**, **Environmental Analysis**, **Environmental Assessment**, and **Environmental Impact Report**.

Project Grant – An amount of money given to complete a specific project by a certain time. The funds are normally paid in stages as phases of the project are completed.

Project Officer – An employee of the granting agency who acts as a liaison with the applicant or grantees, administers grant funds, and ensures compliance with guidelines and grant contracts. See **Applicant**, **Grant Contract**, **Grantee**, **Granting Agency**, **Grant(s)**, **Project**, **Site Visit**, and **Technical Assistance**.

Project Performance Period – The period of time that the grant funds are available, the time in which all costs must be incurred, and the project is completed, billed and paid. Only eligible costs incurred during the project performance period will be paid. See **Contract**.

Project Scope (Grants) – The description or activity of work to be accomplished on the project. See **Contract** and **Grant(s)**. www.parks.ca.gov

Projected Expense – Estimated expense through the end of the current fiscal year for a budget line item. See **Budget**, **Expenditure**, and **Fiscal Year**.

Proposal – A written application request (in a format determined by the grant-maker) for a grant or contribution, often accompanied by supporting documents. It usually outlines why the grant is needed, the need or purpose it will serve, the plan for meeting the need or purpose, the amount of money needed, and background (general and financial) about the applicant. See **Abstract**, **Development Fees**, **Inventory**, **LAFCO**, **Letter of Inquiry/Letter of Intent**, **Planned Unit Development**, **Planning Commission**, **Program Officer**, **Query Letter**, **Request for Proposal**, **Specific Project Approach**, and **Trustee**.

Proposed Budget – Proposed level of expenditures/revenues/personnel as outlined in the agency's proposed budget document. For example, the City Manager or County Executive recommends a budget, which will be submitted to city council, District Board, or the County

Board for approval. See **Amended or Revised Budget**, **Appropriation**, **Budget**, **Expenditure**, **Fiscal Year**, and **Revenue**.

Proposed Park – Land that has been identified by the agency for potential park use, but has not yet been acquired or developed. See **Open Space** and **Park(s)**.

Proposition 12 – "*Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000*," was intended to respond to the recreational and open-space needs of California's growing population and expanded urban communities. Programs administered by the California Department of Parks and Recreation, Office of Grants and Local Services are: Per Capita, Non-motorized Trails, Marine Sanctuaries, Roberti-Z'Berg-Harris, Murray-Hayden, Specified Grants, Locally Operated State Parks, Zoos & Aquariums, Urban Centers, Soccer/baseball and Riparian/Riverine. Most grant program funds administered by the Department of Parks and Recreation have been allocated; however, other state agencies administer other Proposition 12 programs. The Office of Historic Preservation administers the California Heritage program. See **Murray-Hayden**, **Per Capita Grant Program**, and **Roberti-Z'berg-Harris Block Grants**. www.parks.ca.gov

Proposition 13 (Jarvis-Gann Initiative) – An initiative amendment passed in June 1978 adding Article XIIIA to the California Constitution. Under Proposition 13, tax rates on secured property are restricted to no more than 1% of full value. Proposition 13 also defines assessed value and requires a two-thirds vote to increase existing taxes or levy new taxes. Also referred to as "The Jarvis-Gann Initiative," See **Assessment District**, **Assessed Valuation**, **Gann Spending Limit,** and **School Impact Fees**. www.hjta.org/content/ARC000024A_Prop13.htm and http://www.lao.ca.gov

Proposition 13 (Water Bond Act) – California voters approved Proposition 13 (2000 Water Bond), which authorizes the State of California to sell $1.97 billion in general obligation bonds to support safe drinking, water quality, flood protection and water reliability projects throughout the state. The State Water Resources Control Board (SWRCB) helps allocate $763.9 million of these funds to local projects throughout California. http://www.swrcb.ca.gov/prop13/

Proposition 40 (2002 Park Bond Act) "*California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002*", also known as '*The 2002 Park Bond Act'* – Voters approved this $2.6 billion bond act in 2002. State Parks is allocated $225 million, local agencies will receive $832.5 million, and historical and cultural resources will receive $267.5 million. $1.275 billion is set aside for conservancies, the Wildlife Conservation Board, protection of waterways, California Conservation Corps, Air Resources Board, urban forestry projects and for the preservation of agricultural lands. See **Per Capita Grant Program** and **Roberti-Z'berg-Harris Block Grants**. www.parks.ca.gov

Proposition 98 – An initiative passed in November 1988, and amended in June 1990, that provides a minimum funding guarantee for school districts, community college districts, and other State agencies that provide direct elementary and secondary instructional programs for Kindergarten through grade 14 (K-14) beginning with fiscal year 1988-89. Also, used to refer to any expenditure that fulfills the guarantee. http://www.lao.ca.gov

Proposition 218 – Limits authority of local governments to impose taxes and property-related assessments, fees and charges. Requires majority of voters approve increases in general taxes and reiterates that two-thirds must approve special tax. Assessments, fees, and charges must be

submitted to property owners for approval or rejection, after notice and public hearing. Assessments are limited to the special benefit conferred. Fees and charges are limited to the cost of providing the service, and may not be imposed for general governmental services available to the public. See **Community Facilities District**, **General Obligation Bonds**, **Parcel Tax**, and **Public Finance**. www.calvoter.org and http://www.lao.ca.gov

Pro Rata Reduction – An equal, across-the-board reduction applied to all recipients. If sufficient funds are not available to provide a formula-determined level of funding, then a pro rata reduction may be applied. If funding is insufficient, then the funds available are prorated so all recipients will share the funding cut equally. In programs with minimum constraints, the allotment for those grant recipients not affected by the constraints are proportionately reduced in order to fund those recipients subject to a minimum allocation. See **Allotment**, **Formula**, **Minimum Allocation**, and **Share**.

Prototype – Draft or model on which subsequent versions will be based and on which participants will give feedback.

Public Charity – In general, an organization that is tax-exempt under code sections 501(c)(3) and is classified by the IRS as "not a private foundation." Public charities generally derive their funding or support from the general public in carrying out social, educational, religious, or other charitable activities serving the common welfare. Some public charities engage in grant-making activities, although most engage in direct service or other tax-exempt activities Gifts to public charities are eligible for maximum income tax-deductibility and are no subject to the same rules and restrictions as private foundation. Some are also referred to as public foundations or publicly supported organizations. See **Charitable Contribution**, **Non-Profit Organization**, and **Tax-exempt bond**.

Public Employees' Retirement System (PERS) – Retirement system for qualified state, county and local employees and their employers. http://www.calpers.ca.gov/

Public Finance – The following are the three basic types of public financing:

- General obligations: The general fund or treasury of the public agency is responsible for paying back what was borrowed. This kind of financing is rapidly becoming endangered, largely because of the shrinking size of general funds that are property tax based.

- Special fund obligations: These come from specially established funds like recreation, park, or open space funds, distinct from the general fund. Developer fees create these special funds or fees collected from users of park or open space facilities.

- Special assessments or special taxes on certain lands: Assessments by a public agency on lands that will be benefited by the acquisition of park or open space lands or the development of facilities resulting from these assessments.

See **Acquisition**, **Assessment Districts**, **Benefit Assessment**, **Development**, **General Obligation Bonds**, **Lighting and Landscaping Assessment Districts**, **Mello-Roos**, **Obligations**, **Quimby Act**, **Special Assessment**, **Special Assessment Bonds**, and **Tax-exempt Bond**.

Public Hearing – A special meeting, which allows the public to comment on proposed plans and projects before policymakers provide a final decision. See **Assessment District** and **Brown Act**.

Public Relations Services – May include printing and duplicating, audio-visual and graphic arts services, helping to plan special events such as festivals, piggyback advertising (advertisements that mention a company while also promoting a nonprofit), and public service advertising.

Public Resources Code (PRC) – California law that addresses natural, cultural, aesthetic, and recreational resources of the State, in addition to the State Constitution and Statutes. http://www.leginfo.ca.gov/calaw.html

Public Trust Lands – Public Trust Lands are all lands subject to the Common Law Public Trust for commerce, navigation, fisheries, recreation, and other public purposes. Public Trust Lands include tidelands, submerged lands, the beds of navigable lakes and rivers, historic tidelands, and submerged lands that are presently filled or reclaimed and which were subject to the Public Trust at any time. (From California Code of Regulations, Code § 13577)

Public Works Plan (PWP) – The Public Works Plan process (Public Resource Code § 30605) is an alternative process to the conventional coastal permit review by local governments, established for more efficient project implementation of state parks. See **Management Plans** and **Specific Project Approval**.

Publications (grants) – Grants to fund reports or other publications issued by a nonprofit resulting from research or projects of interest to the foundation.

Purpose and Use of Assistance – Brief description of the program including specific objectives and goals, identification of financial and/or technical assistance provided, how it is used, and restrictions on how the program may and/or may not be used. See **Technical Assistance**.

Q

Qualifying Distributions – Expenditures of a private foundation made to satisfy its annual payout requirement. These can include grants, reasonable administrative expenses, set asides, loans and program-related investments, and amounts paid to acquire assets used directly in carrying out tax-exempt purposes. See **Set-Asides**.

Quality of Life – The degree to which persons perceive themselves able to function physically, emotionally and socially. Quality of life is considered to be more of a subjective than objective measure. In a general sense, Quality of Life is that which makes life worth living. Park facilities, recreation programs and libraries are referenced by policymakers as measures of a community's quality of life.

Quasi Non-Governmental Organization (QUANGO) – A non-technical term defining non-profit groups that can be comprised of trail advocates with the purpose of facilitating the trail planning and implementation process. Advantages of establishing QUANGO's are that they have fundraising legitimacy (with a 501-(c), (3) tax status), provide oversight to the trail planning process and can apply for competitive grant funds and trail implementation. See **Competitive Grant**.

Query Letter – A brief letter outlining an organization's activities and its request for funding sent to a state department to determine whether it would be appropriate to submit a full grant

proposal. Many grant-makers prefer to be contacted in his way before receiving a full proposal. See **Letter of Inquiry/Letter of Intent** and **Proposal**.

Quimby Act – Gov. Code § 66477 that allows jurisdictions to adopt ordinances requiring residential subdivisions to dedicate land and/or pay in-lieu fees to provide for new park and recreation use. The ordinance, when adopted by each jurisdiction, specifies acceptable uses or restrictions on the expenditure of such funds; provides standards and formulas for determining the exaction; and, provides such exactions must be closely tied to a project's impacts as identified through nexus studies and other impact analysis required by the CEQA. See **Assessor's Parcel Map**, **California Environmental Quality Act**, **Dedication**, **Dedication of Land**, **Development Fees**, **Formula**, **Impact Fees**, **Public Finance**, **Quimby Fee**, and **Subdivision Map Act**. www.leginfo.ca.gov/calaw.html

Quimby Fee – An in-lieu fee paid to create public parks pursuant to the Quimby Act. See **Quimby Act**.

R

Rails-to-Trails Conservancy (RTC) – A 501(c)(3) non-profit organization, that enriches America's communities and countryside by creating a nationwide network of public trails from former rail lines and connecting corridors. www.railtrails.org

Rational Nexus Test – A court-fashioned test that says the exaction of land and/or money for recreational purposes from a subdivision map developer is a valid exercise of the police power if there was a "reasonable connection" (nexus) between the need for the additional recreational facilities and the growth generated by the new development. See **Exaction** and **Nexus Study**.

Reasonable Accommodation – Those adjustments within a work or school site that allow an otherwise qualified employee or student with a disability to perform the tasks required. See **Accessibility** and **Americans with Disability Act (ADA)**. http://www.doi.gov/diversity/5civil.htm, http://www.bu.edu/cpr/reasaccom/whatareras.html and www.ada.gov

Reasonable Relationship – The legal standard by which any exaction can be imposed, so long as it furthers the implementation of the city or county's general plan and bears at least an indirect relationship to the development project being proposed. Also called a "nexus." See **General Plan**.

Reconnaissance Survey – An examination of all or part of an area accomplished in sufficient detail to make generalizations about the types and distributions of historic properties that may be present.

Reconstruction – As in historical reconstruction, the act or process of depicting by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure or object for the purpose of replicating its historical appearance at a specific period of time.

Recreation – The pleasurable and constructive use of leisure time. To 'recreate' is to impart fresh life to; refresh mentally or physically. Also, to create anew, restore, refresh; refreshment of strength and spirits; means of refreshment or diversion. See **Bureau of Land Management** and **Leisure**.

Recreation, **Activity** – Mediums through which people meet interest needs that are not satisfied during other activities. Participation in a recreation activity usually takes place during what is called leisure and may be of a passive or active nature. See **Leisure**.

Recreation, **Commercial** – All activities and facilities operated privately as a business, for profit, such as theaters, bowling alleys and entertainment parks.

Recreation Facility – A place for organized leisure (non-commercial) sports, outdoor recreation, permanent and non-permanent play structures and equipment areas, and multipurpose structures designed to meet the special recreational, educational, vocational, physical, and social needs of the public.

Recreation Needs Analysis – A systematic evaluation of the recreational needs of a community or region based on a recommended recreation standard.

Recreation, **Private** – A recreation program of activities and services established under the auspices of an agency or organization supported by private funds.

Recreation Program – A diversified program of year-round recreation activities and services based on established principles and designed to meet the social, mental, creative and physical requirements of different age groups, and levels of skill throughout the municipality.

Recreation, **Public** – All types of recreation activities and services and all kinds of recreation facilities supported by tax money and operated by public agencies, such as park boards, school boards, community center boards, arena boards, library boards, museum committees and recreation committees.

Recreation and Public Purposes Act – Authorizes the sale, lease or transfer of public lands for recreational or public purposes to State and local governments and to qualified non-profit organizations. Administered by the Bureau of Land Management. See **Bureau of Land Management** and **Non-Profit Organization**. www.BLM.gov/nhp

Recreation Resource Management Plan (RRMP) – The purpose of a Recreation Resource Management Plan is to guide and facilitate the management of existing and future recreation resources associated with a defined geographic area. The RRMP provides a vision of the desired future condition of a specific area, establishes long-term management goals and objectives for managing recreation resources in the area, and identifies both site-specific and programmatic recreation measures to be implemented over the term of the plan. Programs typically included in an RRMP include a facility development program, an operations and maintenance program, a monitoring program, a resource integration program, an interpretation and education program, and a plan review and revision plan.

Recreation Services – Programs, facilities, personnel, and administrative assistance that provide recreation. Such services are provided under a variety of auspices: public or government at the municipal or regional level, institutional or armed services; community schools, voluntary and

community service organizations and agencies; churches, industries; unions and commercial providers.

Recreational Therapists – Health care providers using recreation for therapy interventions for improved functioning of individuals with illness or disabling conditions. See **American Therapeutic Recreation Association** and **Therapeutic Recreation**. http://www.atra-tr.org/atra.htm

Recreational Trails – Public areas that include pedestrian trails, bikeways, equestrian trails, boating routes, trails and areas suitable for use by people with limited physical ability, trails and areas for off-highway recreational vehicles, and cross-country skiing trails. See **Bikeway**, **Cross-country Ski Trail**, **Greenway**, and **Trail(s)**.

Recreational Trails Program (RTP) – The Recreational Trails Program provides funds for recreation trails and trails related projects. The Department of Parks and Recreation (DPR) administers the program at the state level and the Federal Highway Administration at the federal level. The U.S. Congress first authorized the RTP in the Intermodal Surface Transportation Efficiency Act of 1991. It was reauthorized in 1998 under the Transportation Equity Act for the 21st Century (TEA-21). Nonmotorized projects are administered by the DPR's Office of Grants and Local Services Section and motorized projects are administered by the DPR's Off-Highway Motor Vehicle Recreation Division. See **Grant(s)**. www.parks.ca.gov

Recycle – The process of extraction and reuse of materials from waste products or discarded objects. See **Renewable Energy resources**, **Sustainable Design**, and **Sustainable Landscape**. www.epa.gov

Redevelopment – The legally-authorized process of rehabilitating or rebuilding a deteriorated section of a city using municipal powers and finances to assemble properties, replace infrastructure, or otherwise assist in creating new facilities and stimulating private development through creation of a Redevelopment Agency. See **Development**.

Reduction-in-Force (RIF) – The process whereby employment is terminated because of a budgetary need to reduce the staff rather than because of any performance inadequacies of the employee. See **Full Time Equivalent**.

Referendum – A ballot measure challenging a legislative action by the city council or county board of supervisors. When sufficient voter signatures are filed before the council or board, the council or board must either set aside its action or call an election on the matter. Use permits, variances, and subdivisions cannot be challenged by referendum. See **Ballot Box Zoning**.

Region – An area made up of several communities or more than one community, usually for planning purposes.

Regional Agencies – Governmental geographic organizations. For example, East Bay Regional Park District. See **California Association of Councils of Government** and **Eligible Applicants**.

Regional Bodies – Address concerns that extend beyond local city and county boundaries. Some are advisory only, and others have true regulatory powers. Councils of government, which have a regional planning function, are an example of the former. Air quality management districts are an example of the latter. Some regional bodies, such as the Bay Area's Metropolitan Transportation

Commission, allocate federal funds in their regions, and in this way exercise considerable power. Regional bodies tend to have appointed boards, often consisting of elected officials from the cities and counties in which the regional bodies are located. See **California Local Government**, **California Local Government Information Website**, **Federal Funding Sources**, **Federal Funds**, and **Special District**. www.igs.berkeley.edu/library/localweb.html

Regional Park – A locally operated park typically 150-500 acres in size or more, although can be 2,000 to 5,000 acres in size. A regional park focuses on activities and natural features not included in most other types of parks and often based on a specific scenic or recreational opportunity. Facilities could include those found at a neighborhood and community park, and have specialized features such as an art center, amphitheater, boating facility, golf course, or natural area with interpretive trails. See **Community Park**, **Mini-Park**, **Neighborhood Park**, **Park(s)**, and **Urban Park**.

Regional Trails – Typically trails located on lands under County or other regional district linking trail systems on national or state lands and regional or city park lands. They often have multiple agency cooperative agreements and ownership such as water, gas, telephone, or sewer utility agency, as well as old railroad right-of-way easements. A regional trail is linear parkland in itself and can provide a vital link between many urban communities. Regional Trails may be paved, multi-use, unpaved multi-use, hikers-only, or hikers/horses/bike riders only. In an urban setting, regional trails may provide alternative means of transportation for commuters who may bike or walk to work, school or shopping areas. See **Bikeway**, **California Trail Connection**, **Connector Trails**, **Cross-country Ski Trail**, **Greenbelt**, **Greenway**, and **Trail(s)**.

Regional Transportation Planning Agency (RTPA) – A state-designated agency responsible for preparing the Regional Transportation Plan and the Regional Transportation Improvement Program, administering state funds, and other tasks. For example, Sacramento Area Council of Governments is the RTPA for Sacramento, Sutter, Yolo, and Yuba Counties. www.dot.ca.gov/hq/tpp/p&r/MPO

Regional Youth Soccer-Baseball Facilities Grant Program – Regional youth soccer facilities and/or baseball facilities were eligible for this Proposition 12 grant, however all Proposition 12 grant funds administered by the Department of Parks and Recreation, Office of Grants and Local Services have been allocated. www.parks.ca.gov

Regulatory Program – Activities of State agencies, such as licensing, permits and inspections. See **California Coastal Act**.

Rehabilitation – Tasks undertaken on a periodic or "as needed" basis to restore or improve deteriorated facilities and bring them up to a preferable agency standard. As used by the California Department of Parks and Recreation, Office of Grants and Local Services, rehabilitation means improvements to real property by construction to bring that property to its original or "near" original condition. As per the Secretary of the Interior's Standards for the Treatment of Historic Properties, rehabilitation means the act or process of making possible a compatible re-use for a property, building or structure through repair, alterations and additions while preserving those essential portions or features which convey its historical, cultural, or architectural values. See **Maintenance**, **On-Going/Deferred Maintenance**, **Restore/Restoration**, and **Urban Renewal**. www.parks.ca.gov

Reimbursements – An amount received as a repayment of the cost of work, or service performed, or of other expenditures made for, or on behalf of, another governmental unit or department. Reimbursements represent the recovery of expenditures in accordance with the budgeted amount. See **Formula**, **Insurance**, **Mathematical Structure**, **Reserves and Refunds**, and **Revenue**.

Renewable Energy Resources – Energy sources whose natural supplies are not depleted in producing work, including solar energy, geothermal, wind flow, and tidal action. See **Recycle**, **Sustainable Design**, and **Sustainable Landscape**. http://rredc.nrel.gov/

Request for Proposal (RFP) – When the government issues a new contract or grant program, it sends out RFPs to agencies that might be qualified to participate. The RFP lists project specifications and application procedures. Foundations occasionally use RFPs in specific fields, most still prefer to consider proposals that are initiated by applicants. See **Contract (Grants)**, **Grants**, **Foundations**, and **Proposal**.

Research – Funds to cover the costs of investigations and clinical trials, including demonstration and pilot projects. (Research grants for individuals are usually referred to as fellowships). See **Cooperative Venture**, **Curation**, **Foundations**, **Operating Foundation**, **Program Evaluation**, **Program Officer**, and **Publications**.

Reserves and Refunds – A budget category for funds required to meet both anticipated and unanticipated needs; the balance of anticipated earmarked revenues not required for operation in the budget year. Also includes estimated reimbursements to organizations, state, or federal governments for revenues received and not spent, and those required to be set aside by bond covenants. See **Budget**.

Resources – Personnel, materials, equipment, supplies, and support services that are assigned to each of the activities in your project plan; along with the schedule, they are the basis for creating your project budget.

Responsible Agency (Environmental Review) – A public agency that proposes to carry out or approve a project for which a Lead Agency is preparing or has prepared an Environmental Impact Report or a Negative Declaration. For purposes of CEQA, the term "Responsible Agency" includes all public agencies other than the Lead Agency that have discretionary approval power over the project. Refer to Section 106 of the National Historic Protection Act. See **California Environmental Quality Act** and **Negative Declaration**.

Restore/Restoration – Involves working with original fabric and materials in order to return the site/item to its original documented appearance at a specific date and time and/or serviceable condition, or nearly so. As per the Secretary of the Interior's Standards for the Treatment of Historic Properties, restoration means the act or process of accurately depicting the form, features and character of an historic property, building or structure as it appeared at a particular period of time by the means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project. See **Rehabilitation** and **Maintenance**.

Restricted Grant – Grant that is to be used for certain defined purposes or within a certain time, as determined by the grant-maker. See **General/Operating Support**.

Retrofit – The addition of non-original materials and/or devices to an existing building or system to improve its operation or efficiency.

Revenue – Funds received from the legislative body by external sources; income. Generally, revenues are to be differentiated from funding sources, which include fund balance, interfund transfers, reimbursements, etc. For example, revenues may be derived from:

- Taxes – Revenue including sales tax, property tax, utility tax, etc., collected to fund general operation programs.
- Charges for fees and services – Fees charged to the user of any specific service provided by the agency not supported by the General Fund. The fee cannot exceed the cost of providing the service.
- Licenses and Permits – Revenues collected for construction, maintenance, and/or operation of designated equipment, businesses, buildings, and private property including animals.
- Use of Money and Property – Interest earned on legislative investments or held funds.
- Inter-governmental – Revenue disbursements from other agencies such as State Motor Vehicle in Lieu Tax & State Homeowners Property Tax Relief, and revenue reimbursement for services provided to other agencies.
- Fines, Forfeitures, and Penalties – Revenues collected for violations of city ordinances, late payments, etc.
- Miscellaneous Revenues – Unanticipated revenues.

See **Ending Fund Balance**, **Expenditure**, **Fund**, **Miscellaneous Funding Sources**, **Operating Transfers**, **Proposed Budget**, **Reimbursements**, and **Unrestricted Revenues**.

Right-of-Way – The strip of land over which certain transportation facilities are built, such as roadways, railroads and utility lines.

Riparian (land or area) – The strip of land adjacent to a natural watercourse such as a river or stream. Often supports vegetation that provides fish habitat values when growing large enough to overhang the bank. See **Riparian Habitat**.

Riparian Habitat – The land and vegetation bordering a watercourse or lake; riverine is habitat within or alongside a river or channel. See **Riparian**.

Riparian and Riverine Habitat Grant Program – This grant program administered by the California Department of Parks and Recreation, Office of Grants and Local Services provided funds on a competitive basis to increase public recreational access, awareness, understanding, enjoyment, protection, and restoration of California's rivers and streams. All grant funds administered by the Department of Parks and Recreation have been allocated. **See Competitive Grant** and **Grant(s)**. www.parks.ca.gov

Risk analysis – Process of identifying risks, analyzing the likelihood that they will occur and the degree of impact that they will have on the project goals, and selecting strategies to eliminate or manage them.

Risk Management – The systematic prevention and reduction of accidents through design and selection of safe equipment, elimination of unsafe conditions, and provision of adequate information or supervision that effectively describes the potential risks and ways to avoid injury.

River Network – River network is a national river conservation organization dedicated to helping people protect and restore their rivers and watersheds. http://www.rivernetwork.org

Rivers, **Trail(s)**, **and Conservation Assistance Program (RTCA)** – Provides advice and technical assistance to state and local governments, nonprofit groups and Indian tribes on a wide variety of open space, rivers, trails and related projects. The program helps local groups to plan greenways, conserve rivers and waterways, and develop new trails through voluntary partnerships. The program does not provide direct funding. See **Technical Assistance**. www.nps.gov/

Roberti-Z'berg-Harris Block Grants (RZH) – Eligible recipients of these state Bond Act block grant funds are cities, counties, and districts in urbanized areas. Eligible projects include the acquisition, development, and special major maintenance of park and recreation areas and facilities, and innovative recreation programs.

There are various grant programs (Proposition 12 and Proposition 40) associated with the Roberti-Z'berg-Harris Grant Program, including the Block Grant Program and Urbanized and Non-Urbanized, Need-Basis (competitive) grants. For information on these grant-funding sources, contact the California Department of Parks and Recreation, Office of Grants and Local Services. See **Competitive Grant**, **Grant(s)**, **Proposition 12**, and **Proposition 40**. www.parks.ca.gov

Roughly Proportional Test – A court created term that says no precise calculation is required, but the agency must make some sort of individualized determination that the required dedication is related both in nature and extent to the impact of the proposed development. See **Dedication of Land**, **Dedication**, **Development Rights**, and **In Lieu Fees**.

Runoff – That portion of rainfall or surplus water that does not percolate into the ground and flows overland and is discharged into surface drainage or bodies of water.

S

Salary Savings – Salary savings reflect personnel cost savings resulting from vacancies and downward reclassifications as a result of turnover of employees. The amount of budgeted salary savings is an estimate generally based on past experience.

San Diego River Conservancy – The San Diego River Conservancy was created in September of 2002 to manage public lands along the San Diego River and coordinate state funding for recreation, habitat restoration, scientific research, and educational and cultural activities along the river. www.sandiegoriver.org

San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy – Created in 1999, the Conservancy prepared a Parkways and Open Space Plan in 2000 to preserve urban open space and habitat for the enjoyment and appreciation of present and future generations. The

Conservancy sponsors projects providing low-impact recreation, education, wildlife and habitat restoration, and watershed improvements that prioritize river-related recreation, re-vegetating, aesthetic improvements, and wildlife habitat. The San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy planning area includes 56 cities in eastern Los Angeles County and 10 cities in western Orange County. The Conservancy works collaboratively with the 66 cities and two counties, other local, state and federal agencies as well as non-governmental organizations and citizens. The Conservancy is preparing a parkway and open space plan for the San Gabriel River watershed, the lower Los Angeles River watershed, and the San Gabriel Mountains. See **Conservancies**. www.rmc.ca.gov

San Joaquin River Conservancy – The San Joaquin River Conservancy develops, operates and maintains the San Joaquin River Parkway, situated along both sides of the San Joaquin River from Friant Dam to Highway 99 in Madera and Fresno Counties. The Conservancy preserves and enhances the River's extraordinary biological diversity, protects its valued cultural and natural resources and provides educational and recreational opportunities to the local communities. See **Conservancies**. www.riverparkway.org

Santa Monica Mountains Conservancy – The Santa Monica Mountains in Los Angeles and Ventura counties are one of the great urban wilderness areas in the country. The Conservancy's mission is to strategically buy, preserve, protect, restore, and enhance treasured pieces of Southern California, forming an inter-linking system of urban, rural, and river parks, open space, trails and wildlife habitats easily accessible to the general public. See **Conservancies**. http://ceres.ca.gov/smmc/

Scenic America – Scenic America serves as the public policy voice for communities that want to protect natural beauty and community character. Scenic American works at a federal, state and local levels working to preserve and enhance the character of communities and countryside. http://www.scenic.org

Scenic Corridor – A transportation corridor, bikeway or waterway of outstanding scenic beauty, warranting special scenic conservation treatment. http://www.dot.ca.gov/hq/LandArch/scenic/scpr.htm

Scholarships – Grants to educational institutions or organizations to support a scholarship program, mainly for students at the undergraduate level; the donee institution then distributes the funds to individuals through their own programs. See **Student Aid**.

School Impact Fees – Proposition 13 put a limit on property taxes and thereby limited the main source of funding for new school facilities. California law allows school districts to impose fees on new developments to offset their impacts on area schools. See **Proposition 13**.

School Park – Allows for expanding the recreational, social, and educational opportunities available to the community by merging school and park facilities. It is usually land owned by a school district and designated under special agreement with the city or county for joint operation and maintenance to meet general public and school recreation needs. For example, team sport activities occur on multi-use fields owned in fee by a school district, but are coordinated by a local recreation and park agency. See **Joint Power Agreements** and **Park(s)**.

Scope of Work – Includes the identification of major issues that a planning effort will address, and estimated future staffing time and costs to be allocated.

Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation – The standards and guidelines (National Park Service) are intended to provide technical advice about archeological and historic preservation activities and methods. See **Secretary of the Interior's Standards for the Treatment of Historic Properties and the Guidelines for the Treatment of Cultural Landscapes**.

Secretary of the Interior's Standards for the Treatment of Historic Properties and the Guidelines for the Treatment of Cultural Landscapes – The Secretary of the Interior's Standards for the Treatment of Historic Properties and the Guidelines for the Treatment of Cultural Landscapes provide guidance to cultural landscape owners, stewards and managers, landscape architects, preservation planners, architects, contractors, and project reviewers prior to and during the planning and implement of project work. The Secretary of the Interior is responsible for establishing professional standards and providing advice on the preservation of cultural resources throughout the nation – a program administered through the National Park Service. The principles outlined in the Standards represent the 'cutting edge' of historic preservation policy. These standards are used to promote responsible preservation practices that help protect resources. See **Secretary of the Interior's Standards and Guidelines for Archaeology and Historic Preservation**.

Secretary of Resources (California) – The California Resources Secretary oversees the State Resources Agency. The Resources Agency through its various departments, boards, commissions, and conservancies is responsible for conservation, restoration, and management of California's natural and cultural resources. The following departments and organizations are under the Resources Agency.

- Conservation
- Fish and Game
- Forestry and Fire Protection
- Parks and Recreation
- Boating and Waterways
- Water Resources
- State Lands Commission
- Colorado Conservation Corps
- California Conservation Corps
- Energy Resources Conservation and Development Commission
- San Francisco Bay Conservation and Development Commission
- Wildlife Conservation Board
- State Coastal Conservancy
- San Joaquin River Conservancy
- California Tahoe Conservancy
- California Coastal Commission
- State Reclamation Board
- Baldwin Hills Conservancy
- Special Resources Programs
- Coachella Valley Mountains Conservancy
- San Gabriel and Lower Los Angeles Rivers and Mountains Conservancy
- Santa Monica Mountains Conservancy
- Delta Protection Commission

See **Conservancies (California State)**. http://resources.ca.gov/

Section 106 of the National Historic Preservation Act (NHPA) – Under Section 106 of the NHPA, federal agencies are required to identify historical or archaeological properties near proposed project sites, including properties listed on the National Register of Historic Properties (NRHP) or properties that the agency and the State Historic Preservation Officer (SHPO) agree are eligible for listing. If the proposed action is determined to have an adverse effect on NRHP-listed properties or on those eligible for listing on NRHP, the federal agency must consult with SHPO and Advisory Council on Historic Preservation to develop alternative or mitigation

measures that will allow the proposed action to proceed. See **California Office of Historic Preservation**, **Historic Property**, **National Register of Historic Properties (NRHP)**, and **State Historic Preservation Officer (SHPO)**. http://uscode.house.gov

Seed Money – A grant or contribution used to start a new project or organization.

Self-Guided Interpretive Activities – Typically, the visitor interacts with the interpretive media unaided by a guide and on their own pace. Activities include; Historical setting museums and vignettes, historic landscapes, interpretive trails, formal exhibits, outdoor exhibit panels, models, audio-visual programs—videos, slides, films, and brochures – offering interpretive information. See **Interpretation**, **Interpretation Exhibits**, **Interpretive Activities**, and **Self-Guided Trails**. http://www.interpnet.com/home.htm

Self-Guided Trails – Trails that interpret the historic or natural resources of an area's history, life forms, forces and/or natural elements. Signs generally mark self-guided trails and may have a brochure available. See **Interpretation**, **Interpretive trails**, **Self-Guided Interpretive Activities**, **Self-Guided Trails**, and **Trail(s)**. http://www.interpnet.com/home.htm

Senior Citizens' Day Center – A building with a full-time professional staff with a continuous program of recreational and educational activities (including meals) for older people.

Senior Citizens' Drop-in Center – A building or part of a building operated for senior citizens, largely by the senior citizens themselves or with volunteer help, usually located in a central business or commercial section of the community. Organized activities may include games, arts and crafts, music, performing art, guest speakers and garden, knitting, reading and investment clubs.

Set-Asides – Funds set aside by a found foundation for a specific purpose or project that are counted as qualifying distributions toward the foundation's annual payout requirement. Amounts for the project must be paid within five years of the first set-aside. See **Mathematical Structure**, **Qualifying Distributions**, and **Share**.

Setback – A minimum distance required by zoning to be maintained between two structures or between a structure and property lines. See **Buffer** and **Zoning**.

Share – Each grant recipient's percentage share, not its dollar allotment, resulting from a formula allocation. The percentage share for each recipient, which sums to 100, is applied to the total dollar amount to be allocated, resulting in a recipient's dollar allocation. These mathematical expressions often cannot be used to calculate a recipient's actual dollar allocation because constraints and set-asides are not included. See **Allocation**, **Allotment**, **Cost Sharing Factor**, **Formula**, **Impact Fees**, **Local Share**, **Mathematical Structuring**, **ProRata Reduction**, and **Special Assessment Taxes**.

Significant Effect on the Environment – A substantial, or potentially substantial, adverse change in the environment. The definition of "significant" is much discussed by the courts. It covers a spectrum ranging from 'not trivial' though 'appreciable' to 'important' and even 'momentous.'" Refer to CCR § 15382 and its discussion for additional clarification.

Significant Unemployment (Grants) – As used by the California Department of Parks and Recreation, Office of Grants and Local Services, means a higher than state average of

unemployed individuals who reside in the neighborhood service area. See **Grants**. www.parks.ca.gov

Site Planning – Process used to determine the physical layout of buildings and landscape design.

Site Visit – Fact-finding visit by a representative of the granting agency to an organization that has applied for or received funding. It may also be a visit to the area(s). See **Grant(s)** and **Project Officer**.

Skatepark – A recreational facility that is specifically dedicated, designed and maintained for recreational use of skateboards and in-line roller skates. http://www.skatepark.org/

Smart Communities – An economic development concept, whereby a community makes a conscious effort to use information technology to transform life and work within its region in significant and fundamental, rather than incremental, ways, resulting in enhancement of economic growth in balance with greater environmental protection and higher quality of life for individuals and families. With a Smart Communities approach, parks and recreation are regarded as essential ingredients for community betterment, rather than mere amenities. http://www.smartcommunities.org

Smart Growth – An evolving approach to development, the goal of which is to balance economic progress with environmental protection and quality of life, therefore incorporating parks, recreation, and open space to enhance both environmental protection and quality of life. See **Development** and **Growth Management**. http://www.smartgrowth.org

Society of American Foresters – This is a membership organization that provides access to information and networking opportunities for natural resource professionals. http://www.safnet.org

Socioeconomic Analysis – The task of assessing the impact of a plan or project on a neighborhood's social structure, on a community's fiscal health, on a region's economic basis, and similar socioeconomic considerations.

Soil and Water Conservation Society (SWCS) – SWCS fosters the science and art of soil, water and related natural resource professionals. http://www.swcs.org

Source of Funds and Aid – Identifies the funding source and source of assistance for the program or project. See **Federal Register** and **Transfers**.

Special Assessment – Levies upon property owners by local governments in order to purchase and maintain open space, parks, and community services. Owner must be the beneficiary and individual assessment must be strictly proportional to the amount of per-parcel "special benefit." See **Benefit Assessment**, **Lighting and Landscaping Assessment Districts**, **Parcel Tax**, and **Public Finance**.

Special Assessment Bonds aka **1915 Act**, **1911 Act Bonds** – The California name for Special Assessment bonds, or Improvement Bonds, named for the years in which the enabling legislature was approved. An assessment district is formed, public improvements (streets, curbs, gutters, water or sewer systems, parks, etc.) are constructed, and assessments are levied on all the properties in the district in proportion to the benefit derived from the improvement. For the 1915

Act, bonds are sold and are repaid from the special assessments collected, while individual 1911 Act bonds are payable from the assessments on one specific property only. See **Assessment District**, **Mello-Roos**, **Mello-Roos Bond**, and **Public Finance**. www.californiataxdata.com

Special Assessment Taxes – Special assessment taxes give local governments a means of financing construction projects and other projects that provide special benefits to properties in a specified and limited geographic area of the community. Special assessment taxes are frequently used to finance street and sewer construction projects and can finance capital projects for park and recreation services under certain circumstances.. Property owners who will benefit from the improvement or construction are assessed a fee and must pay their fair share of the cost of the project. Special assessments are not voluntary; they are compulsory.. Consequently, special assessments are a form of local taxation and are not user fees and charges and differ from general forms of taxation, such as property taxes and general sales taxes, because the individuals benefiting are more easily identified. See **Parcel Tax** and **Share**.

Special District – Any local or regional public agency, other than a city, county, or school district, formed pursuant to general law or special act for the local performance of governmental or proprietary functions within limited boundaries. Special districts include, but are not limited to, a county service area, a maintenance district or area, or any other zone or area, formed for the purpose of designating an area within which a property tax rate will be levied to pay for a service or improvement benefiting that area; regional park districts, regional park and open-space districts, or regional open-space district, or a recreation and park district. See **Benefit Assessment**, **California Association of Recreation and Park Districts**, **Community Facilities District**, **District**, **Maintenance Assessment District**, **Mello-Roos**, **Mello-Roos Bonds**, and **Tax Increment Financing District**. www.csda.net

Special Funds – Generally, special funds is a generic term used for 'governmental cost funds' other than the General Fund. Governmental cost funds are commonly defined as those funds used to account for revenues from taxes, licenses, and fees where the use of such revenues is restricted by law for particular functions or activities of government. See **General Fund**.

Special Purpose Foundation – A private foundation that focuses its grant-making activities in one or a few special areas of interest. For example, a foundation may award grants only in the area of cancer research or child development. See **Independent Foundation**.

Special Systems on Federal Lands – There are three special management systems on California federal lands: the National Wilderness Preservation System, the National Wild and Scenic Rivers Systems, and the National Trails System. Congress created these systems to protect special features on federal lands and the systems are administered by several agencies, including the U.S. Forest Service, Bureau of Land Management, National Park Service and the Fish and Wildlife Service. Congress reserved the right to define the extent of the systems but under certain circumstances state-designated rivers and streams or recreational trails can be added to the systems without congressional action.

Special Use Park – A broad range of parks and recreation facilities oriented toward single-purpose use, as in a canoers-only campground or a skatepark facility.

Specific Plan – A plan addressing land use distribution, open space availability, infrastructure, and infrastructure financing for a portion of the community. Specific plans put the provisions of the local general plan into action (see Government Code § 65450 et seq.). A tool for detailed

design and implementation of a defined portion of the area covered by a General Plan. A specific plan may include all detailed regulations, conditions, programs and/or proposed legislation that may be necessary or convenient for the systematic implementation of any general plan element(s) or portion thereof. See **Element**, **General Plan**, **Infrastructure**, and **Land Use Plan**. http://www.sactaqc.org/Resources/Primers/Glossary_Land_Use.htm

Specific Project Approval – Under the Public Works Plan (PWP) process, the Coastal Commission provides Specific Project Approval for park development projects after it has determined whether it is consistent with the park unit's certified PWP. The Coastal Commission can impose reasonable terms and conditions to bring a proposal in accordance with the PWP. See **Coastal Commission**, **Proposal**, and **Public works Plan**.

Specific Project Plans – In California State Parks, specific project plans are the detailed implementation plans needed to accomplish specific project(s) or management plan(s). See **Management Plans**.

Specification – A detailed narrative of the types of materials, components, colors, weights, quality and a method of installation or assembly for every part of a building, structure or design, together with the engineering. This document is usually prepared by the designer, consultant, or architect and in sufficient quantity so that each bidder can examine a copy in detail before submitting a price to the client. Once the contract is let, the plans together with the specification book become the official guide to the contract and project supervisors.

Sphere of Influence – The probable ultimate physical boundaries and service area of a local government agency as determined by the local agency formation commission (LAFCO) of each county. See **LAFCO** (Local Agency Formation Commission).

Sports Complex – Consolidates heavily programmed athletic fields and associated facilities at larger and fewer sites strategically located throughout the community. Determined by projected demand. Usually a minimum of 25 acres, with 40 to 60 acres being optimal.

Sponsorships – Endorsements of charities by corporations, or corporate contributions to charitable events.

Spray Park – A specifically designated, indoor or outdoor, recreational play facility designed with equipment features that spray, squirt, or emit mists or sheets of water. Such a facility is characterized by the absence of an open basin of standing water inherent in a wading or swimming pool.

Stabilization – The preliminary treatment for protection of historic sites or objects by halting further deterioration. It may include structural reinforcement, weatherization, correcting unsafe conditions, or protection from vandalism. See **Historic Preservation** and **Historic Preservation fund "Save American's Treasure Program"**.

Stadium – An open or enclosed structure, usually circular or oval, containing an area designed and equipped for individual and team sports. Contains extensive spectator seating, floodlights, dressing rooms, storage areas, restrooms, concessions, and adjacent parking areas. It is a highly specialized and, frequently is a commercially developed facility.

Staging area – A site where rest and parking facilities are provided along with a trailhead, which may include kiosk, auto and theft resistant bicycle parking, restroom facilities, public telephone, unloading ramps for horse trailers, and air for bicycle tires. Also known as a Trailhead. See **Trail Head** and **Trail(s)**.

Stakeholder – Group or individual who can affect, or is affected by, the achievement of the jurisdiction or organization's mission; examples include managers, employees, policy makers, suppliers, vendors, citizens, users, community activists, businesses, and community groups; and who should have a right to participate in the decision-making process.

Standards – Norms established by authority, custom or general consent to be used as criteria and guides in establishing, designing and evaluating areas, facilities, plans, leadership or program.

Standards, **Recreation** – Measure of the quantity and quality of recreation areas and facilities established or to be established in a municipality.

State Clearinghouse of the Office of Planning and Research (SCH/OPR) – The filing point for State and in some instances local agencies for draft environmental documents and notices with responsibility for their distribution as required by CEQA and its Guidelines for State agency review. See **California Environmental Quality Act (CEQA)**.

State General Fund – Funds from taxes, court revenues, and other fees used to support the operating budget and recurring items. See **Budget** and **State Special Funds**.

State General Obligation Bond – Funds used for capital programs and construction purposes. See **General Obligation Bond**, **Proposition 13**, **Proposition 218**, and **Public Finance**.

State Special Funds – Funds other than those designated as State General Funds. See **State General Fund**.

State Historic Building Code – Part of the California Code of Regulations that provides alternative building regulations and building standards (to the Uniform Building Code) for the rehabilitation, preservation, restoration, reconstruction, or relocation of historic buildings. http://www.dsa.dgs.ca.gov/StateHistoricalBuildingSafetyBoard/default.htm

State Historic Preservation Officer (SHPO) – The chief administrative officer for the Office of Historic Preservation and is also the Executive Secretary of the State Historic Resources Commission. See **California Office of Historic Preservation**. www.parks.ca.gov

State Historical Landmark – The California Registered Historical Landmarks Program, Public Resources Code § 5021 is a state historical resources registration program which was created in 1949 to recognize historical resources with regional and statewide significance to the history of California. See **California Office of Historic Preservation** and **Historical Resource Under CEQA**. http://www.ohp.parks.ca.gov/?page_id=21747

State Historical Resources Commission (SHRC) – Commission is appointed by the Governor under Public Resources Code § 5020.4 and 5020.5. The SHRC has broad responsibilities for the statewide historic preservation program that include conducting a statewide inventory of historical resources, establishing criteria for evaluating historical resources, and conducting

public hearings to develop and review a statewide historical resources plan. http://ohp.parks.ca.gov/default.asp?page_id=1067

State Trail Corridors – Generally 50-miles or longer "long distance trails," or their ideal corridors for the uncompleted sections, that are identified in the California Recreational Trails Plan. They are non-motorized trail connections located on both public and private lands designed to provide mobility alternatives and recreational benefits to communities. See **Trail(s)**. www.parks.ca.gov

State Urban Parks & Healthy Communities Act (SB 359) – Creates the California Youth Soccer and Recreation Development Program in the State Department of Parks and Recreation and the State Urban Parks and Healthy Communities Act. (Public Resource Code § 5095.1) See **Urban**. www.parks.ca.gov and http://www.sen.ca.gov/SFA/2001/

Statement of Overriding Consideration – A written explanation prepared by a public agency that explains why it approved a project, despite the presence of significant, unavoidable environmental impacts. See **California Environmental Quality Act**.

Statewide Comprehensive Outdoor Recreation Plan (SCORP) – A planning process required for funding under the Federal Land and Water Conservation Fund (LWCF) that looks at supply, demand and other issues affecting outdoor recreation opportunities. It is typically a five-year plan and is prepared by the California Department of Parks and Recreation. See **Grant(s)** and **Land and Water Conservation Fund**. www.parks.ca.gov

Statewide Transportation Enhancements (STE) – STE projects may be proposed by state agencies, federal agencies, or regional, local, or private/non-profit agencies acting with a state agency partner; while Caltrans cannot propose its own projects for the STE program, it may serve as a state agency partner to bring forward projects from local or private/non-profit agencies. The state agency partners will in such cases act as the lead agency for satisfying both state and federal requirements and assume responsibility for the project.

Federal enhancement funds must be matched with state, local, or other funds. The current match (2003) is 88% federal funds with 12% match funds. The Resources Agency (CalTrans), Department of Transportation administers the STE fund. See **TEA**. www.parks.ca.gov

Stewardship (Grants) – As used by the California Department of Parks and Recreation, Office of Grants and Local Services, means the development and implementation of projects for the protection, preservation, rehabilitation, restoration, improvement of natural systems and outstanding features and historical and cultural resources. See **Grant(s)**. www.parks.ca.gov

Stipend (or Honorarium) – A stated amount sometimes paid to offerors in consideration for the cost of preparing a Design-Build proposal. The stipend or honorarium would be paid to unsuccessful offerors. See **Design-Build**.

Strategic Plan – The long term plan sometimes referred to as a comprehensive plan or business plan. The purpose is to establish a preferred course of action and to position the agency in the environment in which it operates. See **Comprehensive Plan**.

Student Aid (Institutional Support) – Assistance in the form of educational grants, loans, or scholarships. See **Scholarships**.

Subdivision – The division of a contiguous tract of land into defined lots, either improved or unimproved, which can be separately conveyed by sale or lease, and which can be altered or developed. Usually called "subdivision" if development project involves five or more parcels. See **Exaction**, **Final Map subdivision**, **Magic or Grandfathered Subdivision**, **Parcel Map**, and **Tentative Map**.

Subdivision Map Act – Government Code § 66410 – 66499.37 is the principal authority for parkland dedication ordinances, Quimby Act Government Code § 66477. Each local agency must adopt an ordinance regulating and controlling subdivisions for which the Map Act requires a tentative and final map. It was the intent of the legislators that development must pay its own way and requires subdivisions to be well planned, well designed, and feasible, both internally and in relation to surrounding areas. A specific provision in the Map Act authorizes local governments to require dedications of public improvements or payment of in-lieu fees for streets, alleys, drainage facilities, public utility easements, and public easements. See **Assessor's Parcel Map**, **Certificate of Compliance**, **Exaction**, **Final Map Subdivision**, **Impact Fees**, **Magic or Grandfathered Subdivision**, **Mandatory Dedication**, **Nexus Study**, **Parcel Map**, **Parkland Dedication Ordinance**, and **Quimby Act**. www.leginfo.ca.gov/calaw.html

Subgrant – Awards made under the authority of another grant program. See **Grant(s)**.

Subject Guide – Key works/phrases, popular names, or common words associated with a program's subject, general function, and categories of services. Words and phrases are those which are most familiar to the groups and individuals using the program and have a limited meaning.

Supervision, **Construction** – During the construction phase of the project, someone, or a group of experienced personnel, should inspect each phase for materials and workmanship. All recreation projects should be supervised by inspectors who report irregularities, have them corrected and issue addendum's as approved. Work stoppages and go-aheads are the function of the project supervisor who is fully accountable for the success (or failure) of any component.

Surplus – The budgetary excess of total current fiscal resources over total expenditures. See **Expenditure** and **Fiscal Year**.

Sustainable Design – To locate, design, reconstruct, construct, rehabilitate, renovate, operate, and maintain built environments that are models of energy, water, and materials efficiency, while providing healthy, productive, and comfortable habitable environments and long term benefits. This design approach is sometimes called "green design" or "green technology." See **Recycle**, **Renewable Energy Resources**, and **Sustainable Landscape**.

Sustainable Landscape – A landscape enhanced and maintained to the highest degree of ecological harmony. See **Recycle**, **Renewable Energy Resources**, and **Sustainable Design**.

Substantial Evidence – Facts, reasonable assumptions predicated upon facts, and expert opinion supported by facts such that a fair argument can be made to support a conclusion, even though other conclusions might also be reached. Substantial evidence does not include argument, speculation, unsubstantiated opinion or narrative, evidence that is clearly erroneous or inaccurate, or evidence of social or economic impacts that do not contribute to or are not caused by physical changes in the environment.

Systems Planning – The process of assessing the park, recreation, open space and greenway facility needs of a community and translating that information into a framework for meeting those physical and facility requirements, usually with citizen participation.

T

Tax-exempt Bond – A bond issued by a government agency and sold to individuals who do not pay taxes on the interest income they receive. Mello-Roos bonds that provide park and recreation facilities are tax-exempt bonds. See **Charitable Contribution**, **Fiscal Sponsorships**, **Mello-Roos**, **Non-Profit Organization**, **Pay In Lieu of taxes Act**, **Private Operation Foundation**, **Public Charity**, **Public Finance**, and **Qualifying Distributions**.

Tax-increment Financing District – A special district created from a redevelopment area in which the future growth in property tax revenues generated is used to finance the redevelopment program itself. In most cases, redevelopment agencies issue bonds against this property tax increment to pay for public investments inside the redevelopment area. Park and recreation facilities could be included as part of the redevelopment plan. See **Infrastructure Financing District** and **Special District**.

Taxable Value – The assessed value of property minus any authorized exemptions (i.e., agricultural and homestead exemption). This value is used to determine the amount of ad valorem tax to be levied. The taxable value is calculated by the Property Appraiser's Office in compliance with State law. See **Ad Valorem Taxes**, **Assessed Valuation (AV)**, and **Assessor**.

TEA, aka '**Transportation Enhancement Activities**' – A TEA 21 funding category. Examples of TEA projects include bicycle and pedestrian paths, restoration of rail depots to their historic transportation facilities, acquisition of scenic or open space lands next to travel corridors, and murals or other public art projects. See **Statewide Transportation Enhancements**. www.dot.ca.gov/hq/TransEnhAct/

TEA 21, aka '**Transportation Equity Act for the 21st Century**' – Passed in Congress in May 1998, this federal transportation legislation retains and expands many of the programs created in 1991 under ISTEA. Reauthorizes federal surface transportation programs for six years (1998-2003), and significantly increases overall funding for transportation. www.dot.ca.gov/hq/TransEnhAct/

Technical Advisory Committee (TAC) – An advisory committee of planning staff consultants, or other experts to provide a decision-making body with the facts necessary to make decisions during the NEPA-CEQA process. See **California Environmental Quality Act** and **National Environmental Policy Act**.

Technical Assistance – Advice and assistance provided to State agencies, local governments, and/or other organizations in completing specific tasks. Agency staff may also provide assistance for the publication and distribution of information or data of a specialized technical nature. This type of help can include fundraising assistance, budgeting and financial planning, program planning, legal advice, marketing, and other aids to management. Assistance may be offered directly by the staff of a governmental agency, foundation, or corporation, or it may be provided

in the form of a grant to pay for the services of an outside consultant. See **Conservation Assistance Program**, **Governor's Office of Planning and Research**, **National Center on Accessibility**, **Project Officer**, **Purpose and Use of Assistance**, **Rivers**, **Trail(s)**, and **Urban Park and Recreation Recovery**.

Tentative Map – A map made for the purpose of showing the design and improvement of a proposed subdivision with the existing conditions in and around it for agency approval. A "Vesting" tentative map meets subdivision requirements. A "Final" map has been accepted and approved by the governing body and filed with the County Recorder. See **Assessor's Parcel Map** and **Subdivision**.

Tenure – The applicant holds the land or other long-term interest that is satisfactory to the granting agencies. See **Granting Agency**.

Therapeutic Recreation (TR) – The provision of treatment services and the provision of recreation services to persons with illnesses or disabling conditions. The primary purposes of treatment services, which are often referred to as recreational therapy, are to restore, remediate or rehabilitate in order to improve functioning and independence as well as to reduce or eliminate the effect of illness or disability. The primary purposes of recreational services are to provide recreation resources and opportunities in order to improve health and well being. See **American Therapeutic Recreation Association** and **Recreational Therapists**. http://www.atra-tr.org/atra.htm

Threatened Species – An animal or plant species that is considered likely to become endangered throughout a significant portion of its range within the foreseeable future because its prospects for survival and reproduction are in jeopardy from one or more causes. The U.S. Fish and Wildlife Service and/or the California Department of Fish and Game make this designation. See **Endangered Species**.

Threshold of Significance – The level at which the Lead Agency finds the adverse effects of a project to be significant. A quantitative or qualitative standard or set of criteria such as a performance level for a given environmental effect may be used to determine whether or not a project has significant adverse environmental effects. See **California Environmental Quality Act**.

Tiered Approach/Tiering – In General Plans, used to meet the requirements of CEQA. The first tier EIR will be prepared for the general plan. Subsequent management plans, area development plans, and specific project plans, implementing the general plan may be subject to additional environmental review (second and third tiers, etc.) The degree of specificity will reflect the level of detail in the general plan and subsequent plans. See **California Environmental Quality Act**, **Environmental Impact Report**, and **General Plan**.

Tot Lots – Playgrounds or areas for toddlers (18-months to 4 years old) situated within larger recreational areas, usually providing shade and benches for caregivers.

Tourism (natural, cultural, eco/cultural and general tourism) – The economic activity of providing services for persons traveling for pleasure. Tourism contributes to the economic vitality of the community by providing revenue to local business. Tourism can be measured through the transient occupancy tax or restaurant sales. See **Commercial Recreation** and **Eco-Recreation**.

Trail(s) – A general term describing any route that is intended for use by bicyclists, equestrians, hikers, or joggers. Trail Resources and links for additional trail information:

- CA Trail Connection, a searchable trail database currently under construction at www.Caltrails.org
- American Trails www.americantrails.org
- Beneficial Designs, Inc. www.TrailExplorer.org
- American Hiking Society www.americanhiking.org
- Recreational Opportunities on Federal Lands www.recreation.gov
- Great Outdoor Recreation Pages or GORP www.gorp.com
- Rails to Trails Conservancy www.railtrails.org
- Calif. Dept. of Parks & Rec. www.parks.ca.gov

See **Bikeway**, **Community Trails**, **Connector Trails**, **Cross Country Ski Trail**, **Equestrian Trail**, **Greenbelt**, **Multi-Use or Multi-Purpose Trail**, **Municipal Trails**, **National Trails**, **Par Course**, **Park Trail**, **Recreational Trails**, **Regional Trails**, **Self-Guided Trails**, **Staging Area**, **Technical Assistance**, **Trail Corridor**, and **UTAP**.

Trail Corridor – A term indicating the general location of a desired trail route. See **Trail(s)**.

Trail Head – See **Staging Area**.

Transfers – Moving funds from one budgetary account or sub-account to another. Because of legal or other restrictions, monies collected in one fund may need to be expended in other funds. A transfer is accomplished through Transfers-In (a source of funds) for the recipient fund and an equal Transfer-Out (a use of funds) for the donor fund. When this movement occurs between different funds, it is known as an Interfund Transfer. When it occurs between the restricted and unrestricted portions of the same fund, it is known as an Intrafund Transfer. See **Budget**, **Donor**, **Fund**, **Revenue**, and **Source of Funds and Aid**.

Transportation Enhancements – Facilities and amenities such as bicycle paths, walking paths, rights-of-way landscaping, lighting, and motorist information signs that are funded from the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA). See **Intermodal Surface Transportation Efficiency Act of 1991** (**ISTEA**). http://ceres.ca.gov/ceqa or www.lib.berkeley.edu/ENVI/landuse.html

Trust for Public Land – The Trust for Public Land is a national non-profit working exclusively to protect land for human enjoyment and wellbeing. http://www.tpl.org

Trustee – A member of a governing board. A foundation's board of trustees meets to review grant proposals and make policy decisions. Often referred to as a director or board member. See **Director**, **Foundation**, **Notice of Preparation**, **Proposal**, and **Trustee Agency**.

Trustee Agency – An agency that has responsibility for certain resources. For example, the California Department of Parks and Recreation is a Trustee Agency for the resources of the State Park System, as defined in CCR § 15386. Particular efforts for notice and consultation with Trustee Agencies in the early stages of a project are required of a project proponent and Lead Agency when there is potential for impacts to resources under the trustee's jurisdiction (CCR § 15060.5, 15063, and 15082). See **California Environmental Quality Act** and **Trustee**.

Turnkey – A variation of design-build project delivery in which one entity is responsible to the Owner for architecture/engineering and construction plus designated real estate services which may include project financing and site selection/purchase. See **Design-Build**.

Two-Phase Selection Process – A procurement process in which the first phase consists of prequalification or shortlisting, and the second phase consists of preparation and submission of complete Design-Build proposals from the prequalified or shortlisted offerors. Also known as Two Stage Procurement. See **Design-Build**.

U

Underwater Park – An offshore designated area. For example, the California Department of Parks and Recreation manages Underwater Park units at Crystal Cove and Lake Tahoe. www.parks.ca.gov

Undevelopable – Specific areas where topographic, geologic and/or soil conditions indicate a significant danger to future occupants. See **Developable Land**.

Unencumbered Balance – That portion of an appropriation or allotment not yet expended or obligated within a fiscal year. See **Allotment**.

Unifying Theme – An overall theme used when planning park visitor centers or multi-subject exhibits to provide a conceptual focus and general approach for the interpretive offerings within a unit. It establishes the overall tone and direction and implies the desired outcome interpretation should have on visitors' attitudes and perspectives. See **Interpretation**.

Unincorporated Area – A community or rural area that is not located within a city. See **Incorporated Area**. www.lacdc.org/services/cdbg/overview.shtm

Unit Data File (UDF) – In California State Parks, the working file that contains an organized body of information about a unit, and references the location of other information. It acts as an organized library of both unit data and the status of current issues.

Universal Trail Assessment Process (UTAP) – UTAP and Trailware were created by, and are available from Beneficial Designs, Inc. The UTAP allows land managers to inventory and record very specific details about their outdoor trails, pathways and facilities. A UTAP surveyor measures and records the exact location of trail features such as slope, grade, clearance widths, and surface types. The gathered data is then entered into the Trailware software program. TrailWare analyzes and presents the data gathered during the UTAP survey. The UTAP data entered into Trailware can then be manipulated for trail management reports and maintenance spreadsheets, or printed for public information use in various formats such as the Trail Explorer website, signage, trail maps, guide books, and interactive trail guides. See **Interpretative Trails**, **Self-Guided Trails**, and **Trail(s)**. www.beneficialdesigns.com

Unrestricted Revenues – Those revenues that can be used for any lawful expenditure supporting a wide variety of functions, or objectives. See **Revenue**.

Urban – The U.S. Census Bureau defines "urban" for the 2000 census as comprising all territory, population, and housing units in urbanized areas and in places of 2,500 or more persons outside urbanized areas. See **In-fill Development**, **New Urbanism**, **State Urban Parks & Healthy Communities Act**, **Urban Centers**, **Urban Growth Boundary**, **Urban Growth Management**, **Urban Park**, and **Urban Sprawl**. www.census.gov

Urban Centers (URCC), **Museums and Facilities for Wildlife or Environmental Education Grant Program** (Grants) – This competitive grant program funded the development or rehabilitation of real property consisting of urban recreational and cultural centers, museums, and facilities for wildlife education or environmental education. The California Department of Parks and Recreation, Office of Grants and Local Services administered this funding source. All grant funds have been allocated. See **Urban**. www.parks.ca.gov

Urban Growth Boundary (UGB) – A boundary around a given municipality or developed area beyond which urban development will be reduced or not considered. See **Urban**.

Urban Growth Management – A package of public strategies, policies, codes and ordinances which are designed to keep the pace of urban growth in line with the fiscal capability of a jurisdiction to finance the required infrastructure, plan to protect natural resources and the environment, and maintain the desired quality of life in the community. See **Urban**.

Urban Mass Transportation Assistance Act of 1970 (49 U.S.C. 1610) – Congress, under the Urban Mass Transportation Assistance Act (UMTA) identified historic site protection provisions similar to those of the D.O.T. Act of 1966. The act requires that a "special effort be made to preserve…important historical and cultural assets," and that federally funded mass transit projects shall not be approved unless there is "no feasible and prudent alternative" to doing any harm to those assets, and unless "all reasonable steps have been taken to minimize such effect." Regulations for this act and the D.O.T. Act of 1966 are in 23 CFR Part 771. http://uscode.house.gov

Urban Park – A public land area that serves the broader community; typically intensively managed for multiple recreational activities, special events and facilities with possibly an open space area which is managed to protect its natural, cultural or historical resource features. See **Americans for our Heritage and Recreation**, **Community Park**, **Mini-Park**, **Neighborhood Park**, **Open Space**, **Park(s)**, **Regional Park**, and **Urban**.

Urban Park and Recreation Recovery – The Urban Park and Recreation Recovery (UPARR) program provides matching grants and technical assistance to economically distressed urban communities. The program provides direct federal assistance to urban localities for rehabilitating critically needed recreation facilities. Eligible cities and urban counties can receive rehabilitation, renovation, and planning grants. In Fiscal Year 2002, 11 cities or counties in California received over $4.3 million for rehabilitating park and recreation facilities. See **Urban**.

Urban Renewal – A federal program for the physical improvement of primarily urban areas through comprehensive planning and governmental assistance to effect rehabilitation and redevelopment, often including parks and community centers. See **Development**, **Rehabilitation**, and **Urban**.

Urban Sprawl – Haphazard growth or outward expansion of a community resulting from uncontrolled or poorly managed development. Sometimes referred to as 'Leapfrog Development' See **Growth Management** and **Urban**.

U.S. Access Board (ADAAG) (ADA Accessibility Guidelines) – See **Accessibility** and **Americans with Disabilities Act**. http://www.access-board.gov

U. S. Department of Transportation Act of 1966 (49 U.S.C. 303); Federal-Aid Highway Act of 1968 (23 U.S.C. 138) – Under these acts, the national policy to preserve historic properties was expanded to include cultural resources affected by federal-aid transportation projects. The acts declare that special efforts should be made to preserve the natural beauty of the countryside, public park and recreation lands, wildlife and waterfowl refuges, and historic sites. Section 4(f) of the Department of Transportation Act stipulates that the Secretary of Transportation shall not approve any federally assisted project, which would take land from a historic site of national, state, or local significance unless there is no feasible and prudent alternative, and unless the proposed use includes all possible planning to minimize harm to historic sties resulting from that use. Regulations developed by the Advisory Council on Historic Preservation provide for the coordination of D.O.T.'s § 4(f) and NHPA compliance, under 36 CFR Part 800.14(b). Regulations are at 23 CFR Part 771. http://usecode.house.gov

U.S. Environmental Protection Agency (EPA) – The federal regulatory agency empowered by Congress to protect the environment; provide an array of financial assistance programs; and set standards for State environmental protection. The Office of Environmental Education supports projects that enhance the public's awareness, knowledge, and skills to make informed decisions that affect environmental quality. http://www.epa.gov/enviroed/

U.S. Forest Service – The Forest Service provides outdoor recreation opportunities through three entities:

1. National Forest System
2. State and Private Forestry
3. Research and Development

The National Forest System in California includes 18 national forests covering over 20.6 million acres - one-fifth of the state's total landmass. The Forest Service employs multiple-use and sustained yield principles and practices to manage these lands while accommodating a variety of uses, including outdoor recreation, timber, grazing, watershed management, fish and wildlife habitat and wilderness. The multiple-uses fit within an ecosystem framework approach, a fairly new resource management concept.

The Forest Service provides about half of the wildland recreation opportunities in California. In 1996, there were 195.8 million recreation visits to the state's national forests, representing nearly 23 percent of all recreational visits to all national forests in the country. The national forests contain an estimated 30 percent of the family campgrounds, 4.3 million acres of designated wilderness areas, 50 percent of the state's water supply, and 22 of the 33 major California downhill ski areas. The California national forests also contain more than 2,400 lakes and reservoirs, 13,000 miles of fishable rivers and streams, 1,200 miles of designated Wild and Scenic Rivers, and 10,500 miles of maintained hiking, horseback riding and off-road vehicle trails. There are over 6,000 forest service summer cabins permitted as "recreation residences," some dating back to 1906.

The State and Private Forestry programs provide technical and financial conservation assistance to state and private non-industrial landowners. The program leverages federal resources to produce a variety of forest-based goods and services, including recreation, fish and wildlife, biological diversity, and timber. The programs include wildland fire protection, Smokey Bear, forest health protection, cooperative forestry, and natural resource preservation.

The Research and Development programs focus on areas requiring urgent policy and management action, including studies on watershed health and restoration, sustainable forest management, economic and social values, and forest health. In California, the Pacific Southwest Research Station, Wildland Recreation and Urban Cultures, engages in a variety of recreation research topics, including recreation customer models, market analysis, visitor communication, volunteer management, mountain biking issues, cultural diversity and California outdoor recreation management. http://www.fs.fed.us/

Use of Facilities – May include rent-free office space for temporary periods, dining and meeting facilities, telecommunications services, mailing services, transportation services, or computer services.

User Charges/Fees – The payment of a fee for direct receipt of a public service by the party benefiting from the service. These fees help cover (in part or fully) the cost of providing that service to the user (e.g., park fees, building permits, animal licenses). See **Funding Sources**.

User Demand – A method for determining space and facility needs in the future by using a mathematical formula to measure the anticipated participation rate. With this information the space required to meet facility needs is then projected. See **Formula**.

Universal Trail Assessment Process (UTAP) – Universal Trail Assessment Process) is an objective, highly-detailed survey process that allows land managers to inventory and manage their outdoor pathways and trails. A UTAP surveyor measures and records the exact location of trail features such as slope, grade, clearance widths, and surface. The UTAP data can then be entered into the Trailware database program and presented in various formats. Typical uses for the data include maintenance management reports, and accessibility information for the public (signage, trail maps, guidebooks, interactive trail guides, the Trail Explorer website). www.beneficialdesigns.com

V

Vandalism – Willful or malicious destruction or defacement of property. Within a park and recreation context, vandalism is the damage or defacement of facilities, picnic tables, benches, landscaping, community buildings, signs, drinking fountains, restrooms, vegetation, or other park and recreational amenities.

Variance – A limited waiver from the property development standards of the zoning ordinance. Variance requests are subject to public hearing, usually before a zoning administrator or board of zoning adjustment. Variances do not allow a change in land use. See **Development**, **Land Use Element**, **Land Use Plan**, and **Zoning**.

Vernacular – Pertaining to a common recognizable characteristic style, design, construction, or development in the built environment of a particular locality that has been designed/developed without formally trained professionals. See **Vernacular Architecture**.

Vernacular Architecture – It is sometimes considered to be synonymous with folk or ethnic buildings. But, more broadly, it refers to buildings crafted without the assistance of a trained architect or professional builder. They can be idiosyncratic amalgams of building traditions and styles, strongly reflecting the personality of the builder, or they may represent the more potent cultural dynamic of time and place. A key feature of vernacular buildings is their affinity for and adaptation to landscape, climate, and cultural patterns. In stark contrast to its predecessors, vernacular architecture in the 19th century included buildings that were mass-produced and widely disseminated across the country. Local adaptation to landscape and climate usually was not a consideration, for these buildings were intended to blend into any setting and community. These buildings were more likely to have been built by a local contractor or carpenter rather than the owner. See **Vernacular**.

Vernal Pools – Vernal pools are land depressions that are covered by shallow water for variable periods from winter to spring, but may be completely dry for most of the summer and fall. These wetlands range in size from small puddles to shallow lakes and are usually found in a gently sloping plain of grassland. Although generally isolated, they are sometimes connected to each other by small drainages known as vernal swales. Beneath vernal pools lies either bedrock or a hard clay layer in the soil that helps keep water in the pool. See **Wetlands**.

View Corridor – The line of sight identified as to height, width, and distance of an observer looking toward an object of significance to the community (e.g. ridgeline, river, historic building, etc.) See **Viewshed**.

Viewshed – The total area within a view from a defined observation point. See **View Corridor**.

Vignettes – Areas within formal exhibit that, with the use of architectural or landscape features and/or furnishings or habitats, illustrate a particular historical person, event, activity, period, or environment. See **Interpretive Exhibits**. http://www.interpnet.com/home.htm

Vision Statement – A vision statement is a compelling image (description) of a desirable state of reality made possible by accomplishing the mission in a way that is consistent with the core values of key stakeholders. The vision statement is an inspiring view of the preferred future. An effective vision statement should include understandable, clear, strong and attractive images of the future; be specific enough to provide direction and purpose (but not measurable); engage the whole person – the heart as well as the mind; speak to why you are doing what you are doing; and identify the impact you want to have. See **Mission Statement**.

Visitor Capacity – The number of visitors a site is capable of handling with no apparent or undue environmental degradation.

Visitor Center/Interpretive Center – Visitor Centers, information centers, and kiosks are staffed facilities essentially developed to provide information. Often they are the first stop in the location for visitors. Some contain a few interpretive exhibits. See **Interpretive Exhibits**. http://www.interpnet.com/home.htm

W

Wastewater Irrigation – The process by which wastewater that has undergone treatment is used to irrigate agricultural or landscaped land areas.

Water Conservation – Those practices that encourage consumers to reduce the use of water. The extent to which these practices actually create savings in water depends on the total or basin-wide use of water. See **Non-Contact Water Recreation**. www.swcs.org

Water Contact Recreation (REC 1) – Uses of water for recreation involving body contact with water, where ingestion of water is reasonably possible. These uses include, but are not limited to, swimming, wading, water-skiing, skin and SCUBA diving, surfing, white-water activities, fishing, or use of natural hot springs. See **Non-Contact Water Recreation (REC 2)**.

Water Quality – Most generally described as the physical, chemical, and biological integrity of water.

Water Reclamation – Practices that capture, treat and reuse water. The wastewater is treated to meet health and safety standards depending on its intended use. www.usbr.gov/main/index.html

Watershed – The total area above a given point on a waterway that contributes water to its flow; the entire region drained by a waterway or watercourse that drains into a lake, reservoir, or other body of water; usually bounded peripherally by a natural divide of some kind such as a hill, ridge, or mountain; the geographical area drained by a river and its connecting tributaries into a common drainage. A watershed may, and often does, cover a very large geographical region.

Waterway – Natural or once natural (perennial or intermittent) water including rivers, streams, and creeks. Includes natural waterways that have been channelized, but does not include man made channels, ditches, and underground drainage and sewage systems.

Wetland Restoration – An activity that re-establishes the habitats and functions of a former wetland. Wetlands are lands that may be covered periodically or permanently with shallow water and include saltwater marshes, freshwater marshes, open or closed brackish water marshes, swamps, mudflats, and fens. See **Vernal Pools** and **Wetlands**.

Wetlands – Lands that may be covered periodically or permanently with shallow water and include saltwater marshes, freshwater marshes, open or close brackish water marshes, swamps, mudflats, and fens. See **Vernal Pools** and **Wetlands Restoration**.

Wild and Scenic Rivers – See **California Wild and Scenic Rivers System/Wild and Scenic Rivers Act**.

Wilderness (Wilderness Area) – A wilderness area is defined as an area of relatively undeveloped land that has retained its primeval character and influence or has been substantially restored to a near natural appearance, without permanent improvements or human habitation, other than semi-improved campgrounds and primitive latrines, and which is protected and managed so as to preserve its natural conditions and which: (1) Appears generally to have been affected primarily by the forces of nature, with the imprint of man's work substantially unnoticeable. (2) Has outstanding opportunities for solitude or a primitive and unconfined type

of recreation. (3) Has at least 5,000 acres of land, either by itself or in combination with contiguous areas possessing wilderness characteristics, or is of sufficient size as to make practicable its preservation and use in an unimpaired condition. (4) May also contain ecological, geological, or other features of scientific, educational, scenic, or historical value. Public Resources Code § 5093-30 – 5093.40. www.lib.berkeley.edu/ENVI/landuse.html and http://ceres.ca.gov/ceqa

The Wilderness Society – Organization dedicated to facilitating knowledge and action in the mission to preserve the wilderness of America. http://www.wilderness.org

Wildlife Care Facilities Grant Program – This competitive grant program (all funds have been allocated) provides funds for the development, rehabilitation, or restoration of facilities that care for native California wildlife that have been injured or abandoned and that cannot be returned to the wild. The California Department of Parks and Recreation, Office of Grants and Local Services administers this funding source. See **Competitive Grant**. www.parks.ca.gov

Wildlife Conservation Board (WCB) – The Wildlife Conservation Board (WCB) was created by 1947 legislation to administer a capital outlay program for wildlife conservation and related public recreation. Although falling within the Department of Fish and Game, the WCB is a separate and independent board with the authority and funding to carry out acquisition and development programs for wildlife conservation.

WCB financial assistance is available to cities, counties and public districts or corporations for development projects and facility construction. Facilities may include fishing piers and floats, boat ramps, jetty access walkways, lake or reservoir improvements, boardwalks, nature trails and interpretive areas. Projects are generally completed in coordination with local agencies, which then operate and maintain them for public use.

The primary responsibilities of the Board are to select, authorize and allocate funds for land and water resource acquisitions suitable for recreation purposes and the preservation, protection and restoration of wildlife habitat. The Board can also authorize recreational facility construction on property in which they have a proprietary interest. www.dfg.ca.gov/wcb

Wildlife Habitat Protection Program (WHPP) – Public Resources Code § 5090.35 mandates that the Department of Parks and Recreation shall make an inventory of wildlife populations and their habitats in each area in the system and shall prepare a wildlife habitat protection program to sustain a viable species composition specific to each area. WHHP is used to describe management programs prepared by State Vehicle Recreation Areas and some federal Off-Highway Vehicle recipients to meet the viable species composition mandate. See **Habitat Conservation Plan**.

Williamson Act – The Williamson Act, also known as the California Land Conservation Act of 1965, was designed as an incentive to retain prime agricultural land and open space in agricultural use, thereby slowing its conversion to urban and suburban development by taxing it at a lower rate. See **California Land Conservation Act**. http://ceres.ca.gov/ceqa and www.lib.berkeley.edu/ENVI/landuse.html

Working Drawings – Detailed drawings of a project with all necessary approvals noted that provide the details of the structure, building, or area to be constructed, from start to finish. May

also include written specifications. Addendums or changes to the designs are added and recorded on the working drawings. The final drawings, including any changes noted during construction are called the as-built drawings.

Y

Youth Center – A building containing facilities that provide a youth-centered social, physical, recreational, cultural and creative program. Program activities may include arts and crafts, guest speakers, music and drama, games and field trips to area arenas, camping, snow activities, and professional sporting centers.

Z

Zero-Base Budgeting – A method of detailed budget analysis and justification that combines elements of management by objectives and program evaluation. It is a vehicle to link management and planning to the budget process. Zero-based budgeting starts with an examination of an agency's basis programs and services by the lowest management level, and continues up the organization as funding packages are prioritized at each level in accordance with available resources and desired outcomes. Zero-based budgeting is a tool for objectively directing the allocation of funds among activities and programs. Its basis is the consideration of the efficiency and effectiveness of activities and programs. See **Allocation**, **Budget**, and **Program Development**.

Zoning – The division of the city or county by legislative regulations into areas, or zones, which specify allowable uses for real property and size restrictions for buildings and lots within these areas; a program that carries out policies of the General Plan. See **Ballot Box Zoning**, **Cluster Development**, **Density Bonus**, **Design Review Committee**, **Development Rights**, **Down Zone**, **General Plan**, **Initiative**, **Land Use Element**, **Land Use Plan**, **Ordinance**, **Planned Unit Development**, **Setback**, **Variance**, **Zoning Adjustment Board**, **Zoning Administrator**, **Zoning District**, and **Zoning Ordinance**.

Zoning Adjustment Board – A group appointed by the local legislative body to consider minor zoning adjustments such as conditional use permits and variances. It is empowered to conduct public hearings and to impose conditions of approval. Its decisions may be appealed to the local legislative body. See **Zoning**.

Zoning Administrator – A planning department staff member responsible for hearing minor zoning permits. Typically, the zoning administrator considers variances and conditional use permits and may interpret the provisions of the zoning ordinance when questions arise. His/her decision may be appealed to the local legislative body. See **Zoning**.

Zoning District – A designated section of a city or county for which prescribed land use requirements and building and development standards are uniform. See **Development** and **Zoning**.

Zoning Ordinance – A law (Government Code § 65850) dividing all land in the city into zones that specifies uses permitted and standards required in each zone required for a specific use such as residential, light industrial, etc. and recreation facility, such as a children's playground, a picnic area, or softball diamond. See **Conditional Use Permit** and **Zoning**. www.lib.berkeley.edu/ENVI/landuse.html or http://ceres.ca.gov/ceqa

Zoos and Aquarium Facilities Grant Program – This competitive grant program (all funds have been allocated) provides funds to cities, counties, and non-profit organizations for the development, rehabilitation, or restoration of facilities accredited by the American Zoo and Aquarium Association that are operated by cities, counties, and non-profit organizations. This program is administered by the California Department of Parks and Recreation, Office of Grants and Local Services. See **Competitive Grant**. www.parks.ca.gov

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California Department of Parks and Recreation

Planning Division

Other Planning Publications

In recent years, the Planning Division has produced a number of publications of interest to Park and Recreation professionals. The following documents are available.

- *Bear Facts: Planning Trends and Information for California State Parks (8 pages)*. The Planning Division publishes this newsletter three times a year, with the series starting June 2001. Each issue contains information on ideas, trends and information about parks and recreation matters relevant to California.

- *California Leaders' Opinions of Parks and Recreation (October 2002) (38 pages)*. Surveys of the opinions and of the value and benefit which the selected leaders see, and what these leaders believe their constituents see, on various topics related to parks and recreation areas and programs offered at the local level. The four sets of leaders individually surveyed were (1) California legislators, (2) the Chairs of county boards of supervisors, (3) the county executives of California's counties, and the mayors of California's cities.

- *California School Superintendents and Chambers of Commerce Opinions of Park and Recreation (February 2003).* Surveys of the opinions and of the value and benefit School Superintendents and Chambers of Commerce directors have on current topics related to the complex field of parks and recreation. This document is the second *Concept's* volume reporting on a statewide survey of community leaders and includes a summary of all six targeted audiences and recommends future research and study topics.

Concepts: Paying for Parks: An Overview of Fiscal Resources for Local Park and Recreation Agencies (2003) An overview of funding opportunities available to local park and recreation agencies that face constraints on their traditional sources of revenue---fees, general funds and cost savings. This document emphasizes financing strategies that supplement ongoing revenue streams to deal with additional expenses and to allow for program expansion and capital improvements.

Concepts: Directory of Grant Funding Sources for California Park and Recreation Providers (May 2004) This document was created to assist park and recreation providers in identifying grant programs that might fund their projects. Included is a directory of funding sources that include federal and state legislation, trust fund fees, and community, private and corporate foundations.

*The California Outdoor Recreation Plan –*1997 (CORP aka SCORP): *(178 pages)* This plan assesses the major outdoor recreation issues facing California during the coming years and offers recommendations as to how these issues may be dealt with by public agency providers.

The California Outdoor Recreation Plan –2002 (CORP aka SCORP): *(50 pages) (April 2003)* This plan assesses the major outdoor recreation issues facing California during the coming years and offers recommendations as to how these issues may be dealt with by public agency providers.

The California Recreational Trails Plan – 2002 (Phase 1): *(52 pages) (January 2003)* Phase 1 of *The California Recreation Trails Plan* identifies 12 trail-related goals and lists general action guidelines designed to reach these goals. These goals and their action guidelines will direct the future actions of the Department's Statewide Trails Office regarding trail programs both within the State Park System and in its wider, statewide and national roles.

- *California State Park System - Annual Statistical Report for 2001/02 (126 pages)*: Provides basic information on the State Park System for the subject fiscal year. Data is provided on such subjects as the location, acreage, key visitor facilities, and visitor use as well as on the staffing levels, operations costs, and revenue generated by department park districts. In addition, information is provided on the availability of other data that portray such departmental functions as public safety, resource management projects, and a range of park visitor and administrative facilities.

The State Park System Plan 2002, Parts I and II (February 2003). The Plan addresses the activities and needs of the System today and over the course of the next ten-years. It is presented in two components. Part I, ***The Nature of Change***, addresses the System with an emphasis on informing decision-makers, concerned organizations and a variety of stakeholders. Part II, ***Initiatives for Action***, is primarily intended to guide staff members who keep the System functioning through its major programs and park operations.

- *Planning Milestones for the Park Units and Major Properties Associated with the California State Park System:* (136 pages) (July 2003) This annual report is a comprehensive summary and explanation of the extensive naming, classification and unit-level resource and land use planning work that has been done for the units and properties of the State Park System. Provides the definitive list of the system's units and properties as of July 2003.

Public Opinions and Attitudes on Outdoor Recreation in California – 1997: *(109 pages)* The third statewide survey in this series, assessing public attitudes, opinions, and values with respect to outdoor recreation in California. It also looks at demand for and current participation in selected types of outdoor recreation activities.

Public Opinions and Attitudes– 2003: *(soon to be released)* The fourth statewide survey in this series, taken every five years, assessing public attitudes, opinions, and values with respect to outdoor recreation in California. It also looks at demand for and current participation in selected types of outdoor recreation activities.

These publications may be available from one or more of the following sources:
the state libraries (17)
the Planning Division library (on-site use only)
the Department's website at http://www.ca.parks.gov.

Individual copies may be purchased, as the supply permits, from the Planning Division at a small charge.

The ***Concepts*** Series

The planning staff of the California Department of Parks and Recreation is examining a wide range of situations and conditions relevant to the provision of outdoor recreation lands, programs, and services to California's citizens and our collective visitors. By means of surveys, seminars and other forms of study and research, the Department is working to understand current issues, trends, and their implications for service providers and the public we serve. The results of these various efforts are made available to park and recreation professionals and supporters as a series of published reports under the general title of *Concepts: Practical Tools for Parks and Recreation.*

These reports provide current ideas and information, often in the form of technical assistance, to park and recreation practitioners working in government agencies at all levels, as well to those associated with non-profit groups, volunteer organizations, and to private individuals concerned with parks, recreation and open space issues.

Reports in this series and their dates of issuance are:

Concepts: California Leaders' Opinions of Parks and Recreation (Volume 1) (2002)
Concepts: Research Findings: California School Superintendents (2003)
Concepts: Business Leaders' Opinions of Parks and Recreation, A survey of California Chambers of Commerce (2002)
Concepts: Paying for Parks, An Overview of Fiscal Resources for Local Park and Recreation Agencies (2003)
Concepts: Getting a Grip on Grants, A how-to Guide for Park and Recreation Providers (2004)
Concepts: Directory of Grant Funding Sources for California Park and Recreation Providers (2004)

Copies of any report in the *Concepts* series is available from:

Planning Division
Parks and Recreation Technical Services (PARTS)
California Department of Parks and Recreation
1416 9th Street, P. O. Box 942896
Sacramento, CA 94296-0001
916 653-9901; Fax 916 653-4458
www.parks.ca.gov or lwestr@parksa.ca.gov