



Here's a selection of Frequently Asked Questions in response to inquiries on policies and specific aspects of the Wyoming Outdoor Recreation Grant program.

If you have questions that aren't answered below, please email us. We will answer your questions by email and add them to this page as well. Contact Brynn Hirschman (brynn.hirschman@wyo.gov) with questions about the grant.

How do I apply or where can I apply?

The application was released on November 1st, 2023. You can find the application here <https://wyooutdoorrecreation.wyo.gov/index.php/events/worg>. The deadline for the application is January 12th, 2024 at 5:00 pm (MT).

Who can apply?

Local government, county government, state government, tribal government, and non-profit organizations are all eligible to apply for the Wyoming Outdoor Recreation Grant.

What do I need for the application?

The applicant needs to have a SAM.gov account, the organization's current W-9 form, letters of support from land managers and other applicable parties, documentation of environmental and cultural clearances, a completed budget sheet, a site or project map, and any other documents that may apply to the project.

When will I hear back from the Wyoming Office of Outdoor Recreation on the status of my application?

You will receive an email confirming that your application has been received and whether or not the project is eligible for the grant. Grantees will be notified within 90 days of the status of their award.

How much grant funding can we apply for?

Various amounts of awards for grants will be offered. Please note that projects over \$749,000 will require approval and a one-time audit.

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Where can projects occur?

Grants will be awarded to projects that occur on public lands or land open to the public. Projects seeking ARPA funds through the Wyoming Outdoor Recreation Grant program must be located within these areas to qualify:

- **Disproportionately Impacted Community**
- **Qualified Census Tract**
- **Tribal Tract**

What qualifies for this funding?

Projects that focus on the response to COVID-19 impacts, outdoor recreation infrastructure, and economic impact will qualify for this funding. The following locations and categories qualify as eligible uses:

If your project will take place in a: <ul style="list-style-type: none">• Disproportionately Impacted Community AND/OR• Qualified Census Tract AND/OR• Tribal Tract	You qualify for these project types: <ul style="list-style-type: none">• Trail and trailhead development (equestrian, non-motorized, motorized)• Water-based recreation infrastructure• Campground infrastructure and development• Recreation area development (bike parks, climbing courses, etc.)• Other outdoor recreation infrastructure (disc golf courses, etc.)• Maintenance of outdoor recreation infrastructure (this can include trail re-routes, widening and fixing existing trail surfaces)
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What does not qualify for this funding?

Projects that will not take place in a location or community listed above will not qualify for funding. In addition, the following categories do not qualify as eligible uses:

- Infrastructure for private businesses
- Structures for private businesses
- Restroom facilities that are not part of a current project or extension of an existing project
- Marketing unless part of an existing project or continuation
- Engineering
- Purchase of land
- Planning
- Prior work
- Permitting costs
- Preservation

What are the deadlines for this grant?

Application opens: November 1st, 2023 at 8:00 AM MT

Application closes: January 12th, 2024 at 5:00 PM MT

Grants awarded: Spring 2024

Can more than one project be submitted by the same entity?

Yes. If your organization plans on submitting more than one application, please prioritize which one you would like to see funded among all the rest.

This is my first grant application. Can you help us?

Yes! We would love to help you with the process of filling out the grant pre-application and application. Please email any questions to Brynn Hirschman (brynn.hirschman@wyo.gov) and you will receive an answer to your question(s) in an email and on this page so that it is visible to the public. Further assistance can be provided over the phone or via an online meeting. Please schedule an appointment here

(<https://calendly.com/brynn-hirschman/wyoming-outdoor-recreation-grant-program>).

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**When do we get our funding?**

Once the contract has been completed and a notice to proceed has been given to the recipient, work can begin on the project. The grantee will submit reimbursements through the grant coordinator, which will be reviewed and distributed to the recipient.

What are the key criteria for how projects are evaluated?

The project will be evaluated for its impact on the harm done to a population from the COVID-19 pandemic, its location, and the economic impact on the outdoor recreation and tourism industry.

When does the funding need to be spent?

The project has 2 years from the date of the award and execution of the contract to be completed.

Is a match required?

A match is not required, but preference will be given to projects that have a match included in their project application.

What qualifies as a match?

Cash and in-kind donations.

Can an entity outside of the state of Wyoming apply for the grant? Yes, as long as the proposed project exists within the state of Wyoming and is open to the public. For example, a national non-profit can apply for a trail infrastructure project that would take place in a Wyoming location, with aid from a local entity of that non-profit.

Can I apply for this grant if I am looking to expand my business opportunities or start a new business endeavor? Funding will not be awarded to for-profit entities. For example, a for-profit business cannot apply for the addition of campground infrastructure or equipment to its facilities.

Can the grant fund NEPA or other clearances? No. Please ensure this work has been completed with the land manager before the project starts.

Does the applicant need a resolution? No.

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Does the Buy America preference apply to this grant? Yes.

What are some examples of eligible projects?

- Development of trails and trail infrastructure such as trailheads, amenities for bikers/hikers/horseback riders/etc.
- Outdoor adventure courses like disc golf or rope courses
- Campground infrastructure such as new campsites or the addition of amenities

Are letters of support required? Although they are not required, letters of support are encouraged to show community support for the proposed project. Other documents such as surveys, data records, etc. are also encouraged to be included as supporting materials.

When is the funding for the match needed? The money must be secured between the time you are awarded the grant and receive the grant agreement.

Can a 501c6 or 501c7 apply? Yes.

If this project has support from one of the Outdoor Recreation Collaboratives, where can I note that on the pre-application? Although Collaborative support is not required for a project to receive grant funding, it will indicate community support for the project and reflect on the ranking. Please indicate Collaborative support in your response to Questions #15, #31, and #32.

If an organization will be raising funds or utilizing funds for planning, can that be counted as part of the in-kind match? Yes.

What is the current value of volunteer time? The national value is \$31.80/hour. Wyoming is \$28.49/hour. (Source: <https://independentsector.org/resource/value-of-volunteer-time/>)



Definitions & Terminology

- **Capital expenditures** mean expenditures to acquire capital assets or expenditures to make additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations, or alterations to capital assets that materially increase their value or useful life.
- **Capital assets** are tangible or intangible assets used in operations having a useful life of more than one year. Capital assets include lands, facilities, equipment, and intellectual property.
- **Equipment** means tangible personal property (including information technology systems) having a useful life of more than one year.
- **Supplies**, which means all tangible personal property other than those included as equipment, are not considered capital expenditures.
- **50 Percent Poverty Line** (the 2023 poverty line is \$24,860 for a family of 3) is any community that has 50% or greater of the households at or below 185 % of the Federal Poverty Guidelines (which is \$40,626 for a household of 3 per the US Treasury).
- **Qualified Census Tracts (QCT)** is any census tract which is designated by the Secretary of Housing and Urban Development as having either 50 percent or more of the households at an income that is less than 60 percent of the area median gross income, or a poverty rate of at least 25 percent.
- **Tribal Tracts** are households that receive services provided by Tribal governments and are considered a disproportionately impacted community per the US Treasury. Applicants must verify that the location of the proposed project is in a tribal tract and the specific community is receiving services provided by the Tribal government.

