



PIKE COUNTY
SCENIC RURAL CHARACTER PRESERVATION PROGRAM
Marcellus Mini-Grant
ROUND 1 - 2017

GENERAL INFORMATION

IMPORTANT DATES

- Application Deadline: February 28, 2017
- Grant Awards Announced: April 2017
- Project Completion: April 30, 2018

This schedule of deadlines is subject to change, based on the review and approval by the Pike County Scenic Rural Character Preservation Board.

STATEMENT OF PURPOSE

The Pike County Board of Commissioners, through the Pike County Scenic Rural Character Preservation Program, has developed a mini grant program which will accept applications for development grants for the funds it receives from the Marcellus Legacy Fund.

Act 13 of 2012 established the Marcellus Legacy Fund and allocated a portion of the funds received from the Impact Fee related to drilling to each Pennsylvania County for the purpose of planning, acquisition, development, rehabilitation and repair of greenways, recreation trails, open space, parks and beautification projects.

This program will provide mini grants up to \$25,000 per project for proposals that fit the scope of work under the Marcellus Legacy Fund legislation.

ELIGIBLE PROJECTS

Eligible development projects must be located within Pike County and must be supported by the municipality where the project will occur. Development projects should meet one or more of the following criteria:

- **Park and Recreation Development** – these projects include the development and rehabilitation of outdoor park, recreation (active and passive) and conservation areas.
- **Greenways and Trails Enhancement** – these projects include the renovation and development of linear public facilities, such as walking, bicycle, equestrian, and nature trails; passive recreation areas; riparian and forest buffers; wetland boardwalks, and observation decks. Related support facilities such as access roads, parking areas, walkways (all of which must be pervious) are also eligible.
- **River Access Improvement** – these projects include increasing or creating access for non-motorized use of rivers and streams for recreational purposes.

ELIGIBLE APPLICANTS

The following entities are eligible to apply for funding under the Marcellus Mini-Grant Program:

- Any Municipality in Pike County
- The County of Pike

Please note: All municipal applicants seeking grant funds for development projects are required to have an adopted and approved Open Space, Greenways & Recreation Plan and/or a Master Site Plan for the subject property.

FUNDS AVAILABLE

Round 1 of the Marcellus Mini-Grant Program is funded at \$150,000. The Pike County Scenic Rural Character Preservation Board will work with the Pike County Commissioners to provide future funding under this program.

The maximum grant award per project is \$25,000. Given the expected demand and limited resources of this mini-grant program, actual grant awards may not represent 100% of the requested amount. Maximum grant amounts are subject to annual review by the Pike County Scenic Rural Character Preservation Board.

MATCHING FUNDS

Grants require a 1:1 match in the form of cash and/or eligible non-cash (in-kind) services including engineering, municipal labor, and volunteer hours.

In kind services are defined as:

- The value of municipal labor and/or professional services is equal to the hourly billable rate multiplied by the number of hours performing that service or job.
- Volunteer in-kind rate is PA minimum wage, \$7.25 an hour (or as amended by the State) by the number of hours donated.

USE OF FUNDS

Projects that will be considered under this program should be “shovel ready” and must be able to be completed by April 30, 2018. Grant award funds shall only be used towards site preparation, construction, labor and/or material costs of the project.

No project may be commenced prior to receiving award notification from the Pike County Scenic Rural Character Preservation Board. Therefore, grant funds may not be applied to project costs that are incurred before the date of grant award.

AWARD

The Marcellus Mini Grant is a reimbursement program. Costs should be described in the budget and will be paid only to the extent that is incurred by the Grantee in performance with the Project’s Scope of Work. Awardees may receive two reimbursement distributions; one at mid-project and one at end-of-project.

Grant awards will be announced in April. All applicants will be notified by email and mail. Awardees will be required to execute a Mini-Grant Contract with the County.

APPLICATION REVIEW

Applications will be ranked on criteria set by the Scenic Rural Character Preservation Board and recommended to the County Board of Commissioners for approval of the Application and execution of a Mini-Grant Contract. Applications will be ranked based on the following:

- Secures required match, timeline and realistic budget (“shovel ready”)
- Achieves the goals and objectives of the local and County Open Space, Greenways and Recreation Plans.
- Cooperation with other organizations to achieve project completion
- Increases public access and opportunity for Pike County residents
- Whether municipality has already received funds through this program

The Scenic Rural Character Preservation Board reserves the right to request additional proposal information if they feel such information is crucial to the ranking process.

RANKING CRITERIA

Project Description, Scope of Work and Timeline: Does the project have the capacity and capability to be successful and completed within the timeline indicated in the application?	15
Goals and Objectives: Does the project assist in achieving the goals and objectives of the Municipal & County Open Space and Recreation Plans?	30
Partners & Cooperation: Does the project involve cooperation with other partners?	10
Budget and Match: Is the budget realistic? Is match secured and documented?	15
Will the project enhance active or passive recreation for County residents?	30
Total Possible Score	100

APPLICATION PROCESS

Applicant shall submit a Grant Application package to the Pike County Scenic Rural Character Preservation Board prior to February 28, 2017. The application package should include:

1. Application
2. Location Map
3. Project Narrative
4. Budget (breaking down in-kind or donated labor/services/material)
5. Project Timeline
6. Documentation indicating source of match

Applications should be mailed to: Pike County Scenic Rural Character Preservation Board
c/o Pike County Planning Office
Attn: Jessica Y. Grohmann
837 Route 6, Unit 3
Shohola, PA 18458

The Pike County Scenic Rural Character Preservation Board will review and rank the application and forward its recommendation to the Pike County Board of Commissioners.

The County Commissioners will announce grant recipients and execute a Marcellus Mini-Grant Contract between the County and the successful Applicant.

Applicant will submit no more than 2 Reimbursement Requests to Pike County Scenic Rural Character Preservation Board; with the 2nd reimbursement request being submitted after project completion.