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# *2023 VOREC Community Grant Program Application Preview*

THE PURPOSE OF THIS DOCUMENT IS TO ASSIST YOU IN PREPARING YOUR APPLICATION. ALL APPLICATIONS MUST BE SUBMITTED THROUGH THE ONLINE PORTAL TO BE CONSIDERED FOR FUNDING. NOTE: FIELDS FOR APPLICANT RESPONSE ARE IDENTIFIED BELOW IN BLUE.

## SECTION 1: Background Information

Please share key applicant information. Please note that the “Project Manager” should be the project lead and “Authorized Representative” should be the person at the organization, business or municipality that can sign legal documents.

Name of lead applicant organization

Richmond

Address

Address Line 1 PO BOX 285

Address Line 2 203 Bridge Street

City Richmond

State/Area VT

Postal Code 05477

Project Manager

First Name Josh

Last Name Arneson

Phone Number 802 434-5170

Email jarneson@richmondvt.gov

Authorized Representative

First Name Jay

Last Name Furr

Phone Number 802 434-5170

Email jay.furr@richmondvt.org

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## Please share key project information

**Project Title** Richmond New Playground Community Engagement, Design, and Implementation

**Project location: City/Town** Richmond

**Project Location: County** Chittenden

**Overall Amount Requesting** \$110,000

**Brief description of the project (5 sentences or less)**

The Town of Richmond will engage the community in the design elements of a new playground that replaces the 30-year-old playground at Volunteers Green. This implementation grant project will support funding the installation of the new playground with improved access for children of different ages and physical development. The town is committed to contributing funds to the project to ensure the playground meets zoning requirements in the flood plain and engaging the community about the design features for a new playground.

## Please share information on your project team. (20 points)

**Project Management: How will the project be managed and who will make decisions about the project? (1,250-character limit)**

The Town Manager Josh Arneson will be the project manager. His role is to administer the grant award and the contract for the playground company selected to install the playground. The Volunteers Green and Browns Court Project Committee-VGBC Committee (also known as 3 Parks Committee) is getting bids from three contractors at the time this grant proposal is underway.

The company hired to install the new playground will identify a project manager to collaborate with Josh, Peter Gosselin with the Richmond highway department responsible for town maintenance of Volunteers Green, and the Zoning and Planning Department to meet all requirements.

**Project Partners: Identify up to 5 individuals or groups that will champion the project and be significantly involved in the design and implementation of the project. Please briefly describe their role and expertise. (name, title, organization, role played in the project) We strongly recommend including a recreation professional as part of your project team, particularly for projects with components of construction, design and planning. (2,500-character limit)**

The Recreation Committee and the members of the Volunteers Green and Brown's Court Project committee will champion the project. The Project Team members and their roles are listed below.

1. Co-Chairs currently are Kate Kreider and Sheri Lynn. Their role is to work with the Project Manager to ensure the grant activities are implemented and collaborate with the VGBC Committee.
2. Members of the Rec Committee currently include Kirsten Santor (Recreation expert who works with the Burlington Recreation Dept and formerly with the Essex Recreation Dept) and Mark Fausel (member of the Planning Commission). We are always recruiting new members. The committee is composed of a

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minimum of 5 (3/5 Richmond). All Recreation Committee members will help promote and engage the public and recruit new members during the community engagement process.

3. Selectboard Chair Jay Furr whose role is authorized representative to sign legal and financial documents. The Selectboard approved submission of this grant application.

4. Town Manager Josh Arneson who will be the project manager and administrator of the grant award.

5. Assistant Town Manager Duncan Wardwell will support the Recreation Committee to promote the public engagement meetings and other materials to support the community to provide input on the new playground design and presentation by playground companies.

6. VGBC Committee member Jeanne Agner and has a master's degree in early childhood education. Jeanne will be the liaison to the Recreation Committee and is actively getting quotes from three playground companies now to replace the old playground within the boundaries of its current structure because of zoning regulations. The Richmond playground project, if awarded, will pay for approximately 50 % of the cost of a new playground and we seek to raise the other half through the Town funds. Jeanne and the other VGBC Committee members will collaborate in the months before the VOREC grants are announced about the possibility of funding part of the cost of the playground.

**Funding Resources: What other funding sources, if any, were considered, and why is the VOREC program the best source to fund this project? (2,000-character limit)**

We are working with Jeanne Agner and will work with the other VGBC Committee members who were assigned the task of collecting public feedback and providing recommendations to the Selectboard for projects to pursue at Volunteers' Green, Browns Court and the Round Church Green. The projects will be funded with the Richmond ARPA funds. We expect the cost of a new playground to be \$200,000 and \$100,000 ARPA funds if approved by the Selectboard cover half the cost and the other half from VOREC grant funds (\$100,000).

In the event the ARPA funds are not targeted for this project, the Recreation Committee will work with the Selectboard to raise funds through the capital reserve fund or other means to request for the 2025 Richmond Town budget to include funds for a new playground. Regardless of which town funds are accessed, the Recreation Committee will assist the VCBC (3 Parks Committee) with the public engagement to get input on key design elements for the new playground. The Recreation Committee has been seeking funds for this project for three years and we want Richmond community members to be confident that the funds are available and that their input is heard before the implementation/installation of the playground.

**Project Issue & Urgency: What timely issues, problems, challenges, or obstacles will the project address? (2,500-character limit)**

Timely Issue: The playground at Volunteers Green has not been updated since its original construction in the early 1990s. The playground is at the end of its life and is becoming unsafe for use (see supplement information Vermont League of Cities and Town May and July inspection reports). The VOREC funds will be targeted to accessibility that is ADA compliant and includes different forms of play for a variety of youth. In the 2018 town survey, residents rated Volunteer's Green as the third most loved space in Richmond with expanded and improved recreational facilities identified as one of the top ways to

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enhance the area. Volunteers Green is also a destination outdoor space, drawing visitors from Richmond and the surrounding areas. A new playground will be a draw for families and local childcare providers. Volunteers Green recently had the old gravel parking lot paved. This improved the parking area and increased the number of spaces compared with the previous dirty parking lot. Volunteers Green is within walking distance of Richmond's downtown businesses and often is a location where special events are held (e.g., Farmers Market, 4th of July, Halloween, and more). The new playground project touches on 4 of the five main pillars of the VOREC Program:

- It supports the growth of outdoor recreation businesses by providing a community space for recreation business start/stop points including tubing and bike tours.
- It increases participation in outdoor recreation activities among all demographics by providing an accessible recreation option in a centralized community space.
- It strengthens the quality and extent of outdoor recreation resources for the town of Richmond.
- It promotes the health and wellness benefits of outdoor recreation by making recreation accessible to all.

It also supports the mission of the VOREC grants to support the local economy. Richmond's local businesses and vendors, like the Farmers market, will benefit from leveraging outdoor recreation at Volunteers Greens with a new playground.

Challenges/Obstacles: Although the playground was temporarily shut down while the town worked to remediate damage from the July 2023 flood, it was reinspected by the Vermont League of Cities and Towns. The inspector determined the condition of the playground had the same issues and no new ones from the first inspection before the flood in May (see supplemental inspection reports). The Richmond Highway crew excavated, disinfected, and added wood chips to the playground and fields. However, the ongoing challenge with Volunteers Green is flooding. Part of the community engagement will be to discuss what materials and design will be less likely to be impacted by the flood. This may involve bringing in experts to public meetings to advise about what is feasible. There is a group of volunteers that have worked to reduce soil erosion along the banks of the Winooski River that runs alongside Volunteers Green. Regardless of what challenges may be raised about flooding damaging a new playground, the Planning and Zoning Department has determined that Richmond can replace the existing older playground as long as the footprint remains the same.

[What does success look like for this project? How do you plan to measure success? \(2,000-character limit\)](#)

Success for the Richmond new playground includes: 1) increased accessibility for children of various ages to use the playground; and 2) increased traffic to the park for local events. The playground structure at Volunteers Green has not been updated since the original construction in the early 1990s and is at the end of its life and becoming unsafe for use and not cost effective to repair at this point. With the support of this grant, we plan to focus on accessibility that will include an updated playground that is ADA compliant and includes different forms of play for a variety of youth. In the 2018 town survey, residents rated Volunteer's Green as the third most loved space in Richmond with expanded and improved recreational facilities identified as one of the top ways to enhance the area. Volunteers Green is also a destination outdoor space, drawing visitors from the surrounding areas. Funding for a new

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playground is a starting point to growing programming and utilizing the park to serve all visitors from all walks of life. This could include a range of activities such as story walks, nature-play areas, fishing, organized sports, skating, picnics, and performances. Events to promote recreation, celebrate the community, and expand economic opportunities at Volunteers Green (such as the weekly Farmers Market, 4th of July festivities, Halloween Trick or Treating, Float-a-palooza, and the Rooted Vermont bike race) bring a large number of vendors and visitors to the green. The park has also become an economic support for local businesses nearby. Families with children will come to Volunteers Green and stay a while to use the new playground and have increased access to the local business district to grab lunch and shop before leaving.

Can your organization comply with the requirements of the Act 154 Certificate of Good Standing, Vermont FPR State Risk Assessment Questionnaire, and FPR Grantee Insurance Guidance? Please review the documents in the Application Guidance.

- Yes
- No

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## SECTION 2: VOREC Pillars

Which VOREC pillars does the project support? (check all that apply)

- Grow outdoor recreation-related businesses. (such as outdoor shops, retailers, lodges, tour operators, guides, restaurants)**
- Increase participation in outdoor recreation activities among all demographics. (such as reducing barriers and expanding opportunities for accessing outdoor spaces)**
- Strengthen the quality and extent of outdoor recreation resources (such as trail systems, recreation facilities and water access facilities like boat launches and beaches.)**
- Increase the stewardship of outdoor recreation resources and environmental quality (such as redesigning eroded trails, creating a program for volunteer trail maintenance or teaching schoolchildren about Leave No Trace practices).
- Promote and enjoy the health and wellness benefits of outdoor recreation (such as health providers encouraging time outdoors, programs that bring people outside to improve their mental and physical health, informational resources that educate people about the benefits of spending time outdoors).**

### Project Contribution Description (15 points)

Explain how the project furthers the selected VOREC Pillar(s). (2,000-character limit)

**The new playground will strengthen the quality and extent of outdoor recreation resources.**

Volunteers Green, one of the three public spaces in town is the center of Richmond and hosts many activities such as soccer, baseball, volleyball, a 4th of July celebration and other town events. One of those activities that draws people to Volunteers Green is a Farmer's Market that is held seasonally every Friday next to the playground area. A new playground structure would encourage families with young children to attend as now a trip to the Farmer's Market could be an outing for the entire family with the new playground that is ADA compliant and offers a variety of different forms of play for a variety of children (age and developmentally appropriate). Parents and caregivers would have more time to browse the booths if children were engaged and wanted to linger nearby. Families would be more likely to buy their Friday night meal from the Farmer's Market merchants and eat at the nearby picnic tables. Additionally, while families and their children are in town they may have dinner at the nearby pizza place, or the other dining establishments in the town or plan a stop at the local hardware store.

**The project also promotes the health and wellness benefits of outdoor recreation to others like childcare providers who frequent Volunteers Green.**

One childcare provider uses the current playground and had the children in her care help plant flowers near the playground, teaching about taking care of the outdoor space. Whether it is a childcare provider or a class from Richmond Elementary, the new playground is the hub for many other outdoor recreation and educational opportunities. Early educators and elementary school teachers can walk the trails, study the change of seasons and other recreational activities (e.g., skating, snowshoeing, soccer, tag, lawn games, etc.), and teach children early how to enjoy the health and wellness benefits of outdoor recreation. Lastly, seniors

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in town can bring their grandchildren to a new playground that has improved accessibility and something for different ages and enjoy the health and benefits of outdoor recreation.

**It supports the growth of outdoor recreation businesses** by providing a community space for recreation business start/stop points including tubing and bike tours.

**Increase participation in outdoor recreation activities among all demographics by providing an accessible recreation option in a centralized community space.** We envision the new playground will bring families with members of all ages to Volunteers Green, providing not only the playground but everything else the VG has to offer like tubing on the Winooski River, skating, sports, and music.

## SECTION 3: VOREC Work Plan

Please fill out the “VOREC Workplan Template” for your project and upload it below. The work plan should tell us how you plan to implement your project, including a timeline. A fully thought out and well-communicated workplan are included in the template document. Title the document using the following format: 2023\_Workplan\_ [Name of applicant organization]. Example: 2023\_Workplan\_FPR.

Title the document using the following format: 2023\_Workplan\_ [Name of applicant organization]. Example: 2023\_Workplan\_FPR.

VOREC Workplan Template Upload:

*Please be aware that files exceeding 100 MB in size are not allowed.*

*Comment*

Does your project include the construction or renovation/rehabilitation/repair of buildings, trails or other infrastructure? If you select “Yes”, you will need to upload a **project map, landowner permissions, and the status of permit acquisition for the project.** If you don’t have these items, your project may not be ready for implementation.

- Yes
- No

Does your project include land acquisition? If “Yes”, you will need to answer questions regarding the status of your acquisition project. Projects that are ready to purchase, with an appraisal, purchase and sales agreement, title and environmental review in hand, will likely rank higher than those without.

- Yes
- No

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Required For Construction

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Required for construction Note: Failure to provide documents where needed will result in incomplete application / not eligible for consideration for this grant round.

## Project Map(s): **There is a map from the prior application.**

*For guidance on what grant staff will be looking for refer to the Application Guidance. Share a detailed map depicting the project location with all work plan's components and structures with site locations highlighted and clearly marked, and a legend to understand what components will be done at what locations. Your map file should be clearly titled using the following format: 2023\_ProjectMap\_ [Name of applicant organization]. Example: 2023\_ProjectMap\_FPR.*

*Upload Map. Please be aware that files exceeding 100 MB in size are not allowed.*

*Comment This is available in the old VOREC grant documents.*

## Written landowner permission: **Josh needs new letter.**

*Written landowner permission: Refer to the "VOREC Application Guidance" document on the Instructions page for more information on what you need to complete this section. Landowner permission is required for all work proposed on private and/or public land. Please upload as many documents as you need. Each file should be clearly titled using the following format: 2023\_LandownerPermission\_[Easement/Public/Private/Class4]\_ [Name of landowner]\_ [Name of applicant organization]. Example: 2023\_LetterOfPermission\_Private\_JimSmith\_FPR.*

*Upload landowner permission. Please be aware that files exceeding 100 MB in size are not allowed.*

*Comment Ask Josh for updated permission.*

## Additional Documents

*Please upload any additional document(s). Add additional documents including engineering plans, if needed for the project. Please be aware that files exceeding 100 MB in size are not allowed.*

*Comment Additional documents include the May and July/August Inspection Reports. Additional Support letters (we get to submit three)*

Project Permitting: Projects that involve trail or asset construction must have all necessary permits in place prior to construction. For state permits, the first step is to put the project through the Permit Navigator tool, which is found on the Department of Environmental Conservation website. The Permit Navigator tool will provide the contact information for permit specialists who can be contacted for further information about obtaining permits for the project. Please upload the Permit Navigator guide for your project below. [Department of Environmental Conservation](#)

## Upload Permit Navigator Guide **Ask about the permitting.**

*Please upload the permit navigator guide. Please be aware that files exceeding 100 MB in size are not allowed.*



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*Comment NA*

If your Permit Navigator guide determines that permits are likely for your project, please explain what additional steps, if any, you have taken to obtain your permits. (250 words or less).

**Does your project require municipal permitting? Richmond Planning and Zoning Department will provide support to ensure that the company selected to build the playground abides by the floodplain requirements and any necessary permitting. The planning commission may also be involved with this company that is hired to install the playground of the current playground footprint.**

- Yes
  - No
- 

## Required For Land Acquisition Na

Note: Failure to provide documents where needed will result in incomplete application / not eligible for consideration for this grant round.

### Acquisition Type

- Fee Acquisition
- Fee Acquisition with an Easement
- Permanent Public Access Easement
- Term Public Access Easement (25 year minimum)

### Fair Market Value na

Applicants acquiring property or interests in property (e.g., easements) will be required to substantiate the value of that interest before full grant funds can be used to reimburse acquisition costs. Obtaining an independent appraisal by a qualified appraiser that meets the Uniform Standards of Professional Appraisal Practice (USPAP) is required unless the interest to be acquired is below \$10,000 or the amount to be paid is significantly below the market value. In which case, obtaining a market analysis and providing a justification for not needing a USPAP appraisal is needed.

### Have you completed an appraisal for the subject property?

- Yes
- No

### Purchase and Sales Agreement na

Complete the section below pertaining to a purchase and sales agreement. Applicants acquiring any property or easement will be required to demonstrate that they can complete the acquisition in the two-year grant period. Applicants will be required to demonstrate the landowner's commitment to sell the property, ideally through a purchase and sales agreement.

### Do you have a signed purchase and sales agreement with the landowner?

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- Yes
- No

## Title Work, Boundaries, and Environmental Conditions **na**

Applicants will also be required to demonstrate that they have inspected the title, boundaries and environmental conditions of the property to ensure that any legal or physical conditions do not infringe on the purposes for which the property is being acquired. Complete the section below for Title Work.

Please note: Any restrictions on the property that could prevent it from being available for recreational purposes of the grant at any time may render the project ineligible.

Has title work been completed for the property?

- Yes
- No

Describe how you intend to inspect the title and demonstrate that the property is free of title defects. (1,250-character limit)

Please share whether there are any liens, restrictions, easements, or covenants on the property. (2,500-character limit)

Please describe any encumbrances on the property that could impact the public's use of the property, the recreational value of the property, or the purpose for which the property is being acquired. (2,500-character limit)

Have property or easement boundaries been substantiated?

- Yes
- No

Has an environmental assessment (an assessment of any possible contaminants, pollution or other issues) of the property been completed?

- Yes
- No

Note: You will need to itemize acquisition costs in your project budget. Eligible acquisition costs include Purchase price, closing fees, title search, title insurance, survey cost, appraisal fee, stewardship funding, administration costs.

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## SECTION 4: VOREC Project Budget

Please use the section below to upload a project budget using the provided budget template. The budget is an estimate of eligible costs associated with this project. Be thorough, detailed, and accurate. Explain any basis used to formulate estimates for listed expenses. For guidance on how to fill out the project budget, refer to the Application Guidance document.

Note: Match is not a requirement for this grant program. Only fill out the “Other Funding Committed” budget table for match already committed to the project.

[Project Budget Upload](#)

*Please be aware that files exceeding 100 MB in size are not allowed.*

*Comment*

see SPREADSHEET

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## SECTION 5: Project Track

Please use this section to identify the primary track under which your project should be reviewed. Please choose one track, even if your project could be considered under multiple tracks. Please review the Application Guidance document for more information about what types of projects are allowed under each track.

### Track Descriptions:

**Implementation Track: Projects that support local outdoor recreation economies, support the five VOREC pillars and will be ready to implement in Spring 2024. Any necessary permits, engineering plans or designs should be secured or in the process of being secured. Examples of projects in this track might include building a trail that connects the downtown to the town forest, adding a wayfinding system that helps visitors find outdoor recreation opportunities or acquiring a property and building a trail system that connects a neighborhood to public lands.**

**Project Development Track:** Projects that will support local outdoor recreation economies and support the five VOREC pillars, but need design, scoping, or planning work done in order to be ready to implement. Examples of projects in this track might include funding for architecture and engineering plans for a new visitor center, consultant fees for a community-focused recreation plan, or designing a trail system on a new town forest.

**Outdoor Equity Track:** Projects that reduce barriers and expand opportunities for people to access Vermont's outdoors. In particular, this track will fund projects that support BIPOC, LGBTQ+ people, people with low income, speakers of languages beyond English and/or people with disabilities. Examples of projects in this track might include expanding or lowering costs for a bike rental and instruction program for kids, adding information on town-owned kiosks in languages other than English, or planning a BIPOC-led trails festival. Staff capacity support for increasing diversity, equity and inclusion in outdoor programming can also be included in this track. Businesses are eligible applicants in this track.

**Flood Recovery Track:** Projects that repair or replace outdoor recreation infrastructure that was damaged due to flooding between July 10, 2023, and August 15, 2023 (referred to as going forward as summer 2023) relocating a trail that washed out due to its fall-line alignment.

### Track type:

- **Implementation Track**
- Project Development Track
- Outdoor Equity Track
- Flood Recovery Track

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### SECTION 5a: Implementation Track Narrative (40 points)

The implementation track covers projects that can include wayfinding, stewardship, programming, infrastructure construction, marketing, and / or land acquisition activities that further the five VOREC

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pillars. Projects that are implementation ready will have completed design and engineering and be actively working on securing any required permits and/or documentation needed for land acquisition.

Grants will be awarded to projects with a minimum budget of \$50,000 and no maximum budget.

Project activities (Check all that apply)

- Wayfinding & Interpretation: Public access improvements including maps, road and community signs and/or other informational materials.
- Environmental Stewardship: Program or material needs related to environmental quality and stewardship of recreation assets.
- Recreational Programming: Program, material, or equipment support for existing or new outdoor recreation events and programs.**
- Land Acquisition: Land acquired through this grant (ex. Buying/conserving a town forest) should be held by a qualified organization such as a municipality or a land trust. Refer to the Application Guide for qualifications.
- Recreation infrastructure construction: new trails, trail rehabilitation, small-scale trail-related infrastructure construction or improvements and/or trailside signs and kiosks. All design and engineering must be complete and at a minimum all permits required must be identified (if applicable).
- Capital infrastructure construction: Construction of large-scale recreation-related projects including parking lots, engineered bridges and construction or renovation of buildings. All design and engineering must be complete and at a minimum all required permits must be identified.
- Community Marketing: Marketing activities (must be part of a larger project that includes other eligible activities).
- Community Planning: Planning activities, including assessments or and/or mapping (must be part of a larger project that includes other eligible activities).**
- Project Management: Required activities for the management of the proposed work. These activities are not for the administration of the grant (e.g., coordination with FPR on development of project scope, grant reimbursements, grant amendments).**
- Administrative Support (indirect costs): Administrative costs for work done by Executive Directors or Administrative Staff on grant coordination with FPR (e.g., development of project scope, grant reimbursements, grant amendments), office space rent, utility bills, printers, etc. (a percentage of a project/the program).**

Implementation projects should fulfill the following priorities.

Community Planning: Projects should demonstrate public and partner engagement in the concept development, have a high positive impact and/or be deemed critical by the community.

Economic and Community Need: Concepts should fill a demonstrated gap in recreation economy or strengthen the recreation economy. Intended impact must fulfill a public need.

Sustainability and Environmental Stewardship: Projects should incorporate best practices to protect natural resources and increase resilience.

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**Innovation and Creativity:** Projects that propose novel and imaginative solutions to revitalize or strengthen the outdoor recreation economy are encouraged.

**Inclusivity and Increased Participation:** Projects should actively involve and benefit diverse communities, ensuring equitable access to outdoor recreation.

[Describe how the proposed project advances the priorities listed above. \(3,000-character limit\)](#)

**Community Planning:** Richmond has done extensive community planning for the new playground since submitting its first application for the VOREC 2021 grant funds. A 2018 town survey of residents rated Volunteer's Green as the third most loved space in Richmond with expanded and improved recreational facilities identified as one of the top ways to enhance the area. Volunteers Green is also a destination outdoor space, drawing visitors from Richmond and the surrounding areas. The Richmond Recreation Committee meets almost monthly and discusses plans for fundraising and community engagement for a new playground. Some residents have already weighed in on what they prefer in a new playground.

The Richmond American Rescue Plan Act (ARPA) committee also conducted a survey in 2023 and there were several recreational activities listed in the results. The Recreation Committee was asked to weigh in on the committee's priorities and the Recreation Committee recommended a new playground structure and some other structure replacements or repairs at Volunteers Green. Although the playground was not part of the initial ARPA funded project, the ARPA Committee recommended that the Selectboard have an ad hoc committee meet to determine the rest of the allocation of \$450,000 of ARPA funds. The Selectboard approved this and charged the ad hoc committee Volunteers Green and Browns Court Project Committee - VGBC Committee (aka 3 Parks Committee) to look further into what to use the ARPA funds for and engage the public. Currently the VGBC Committee is seeking quotes for a new playground and will engage in public input for all potential structures and enhancements made to Volunteers Green and the other two parks (Round Church and Brown's Court). The Recreation Committee and the VGBC Committee will collaborate to solidify the community engagement and specifications for the playground. This work will start before the VOREC grants are awarded to start August 1, 2023.

**Economic and Community Need:** Our aim is to support restaurants and retail businesses that are near Volunteers Green (within walking distance) of the families and young children, childcare providers, and seniors who come to the park with their grandchildren at the forefront. These groups regularly use Volunteers Green, as a "spillover" space--to eat meals when nearby restaurants are busy while accessing recreational activities in the Green.

When there are new park facilities and other improvements, this will make it easier to attend many of the special events at Volunteers Green like the Farmer's Market, 4<sup>th</sup> of July, soccer, and baseball. This also improves the vitality of the businesses along the nearby commercial area of Bridge Street when these events are held. Recent Volunteers Green facilities improvement and the proposed improvements in this project will enhance accessibility of the playground equipment, and other park structures for all ages and abilities.

**Sustainability and Environmental Stewardship:** Part of this project will be to gather information from the community and experts related to sustainability and resilience as it applies to a new playground structure. We saw how the flood waters took all of the existing mulch and dirt from the foundation of the current playground. Preventing erosion of soil and materials around the playground is a priority but

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we have not found a solution yet that would minimize the impact of flood water. This will likely be the topic for the community forums to look at the design elements for the playground.

**Innovation and Creativity:** This project seeks to use recreation access in town as a means to increase the number of visitors to Volunteers Green and the surrounding businesses and increase the health and wellbeing of community members. The proposed new playground and other improvements to Volunteers Green will be an improvement to the Bridge Street streetscape. As stated by local business owners, patrons from nearby businesses also frequent Volunteers Green, as they use the park to eat a meal if the restaurant is busy or they use recreation gear they purchased from nearby stores. Improvements to the park would increase traffic to the park and thereby increase foot traffic to local businesses and restaurants.

**Inclusivity and Increased Participation:** The aim is for the new playground to be more accessible and to benefit people of all ages and abilities. Those that frequent the playground are seeking outdoor recreation access. With the Winooski River as a boundary, trails in and around the Green, the playground, music events, soccer and baseball, ice skating and more, people of all ages and economic status can be active for free.

[Is the proposed project connected to existing recreational assets or outdoor businesses? If so, please list. \(2,000-character limit\)](#)

The Recreation Committee will collaborate with the VGBC Committee and the Selectboard, to raise funds for the full cost of the project while the community is engaged in what design criteria to set for the \$200,000 new playground. We are already in discussion with the VGBC Committee to work together to fund the playground. The VGBC Committee will present to the selectboard by early March 2024 and include quotes and designs for various projects (e.g., landscaping, bandshell, bathrooms, pickleball, parking at Brown's Court, and the playground) and possibly some other projects. Jeanne Agner who is on the VGBC Committee, is working to get playground designs and quotes from 3 different companies in order for the committee to choose a contractor. There would be a base design and budget to present to the Selectboard for a playground structure. If the selectboard approves the playground portion and includes that as a part of the ARPA money for the park improvements, the VGBC Committee would then move forward to present that design to the community to tweak with desired pieces and parts. The Rec Committee will support and assist with the public engagement process. Other members of the VGBC Committee have been meeting with the town zoning administrator. There are some zoning limits regarding what can and can't be done with a playground structure, and this will be taken into account when choosing a playground design.

The Selectboard should know by March or April 2024 how ARPA funds will be committed. This will hopefully be around the time when the VOREC grants are awarded and negotiated. If the Selectboard chooses to not use ARPA funds, the Rec Committee will work with the budget committee to include funding for the other half of the playground (\$100,000 Richmond funds, \$100,000 VOREC).

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## Letters of support

Please upload a minimum of 1 and a maximum of 3 letters of support that represent community and/or regional support for the proposed project and how it reflects the community's expressed needs. Each file should be clearly titled using the following format: 2023\_LetterOfSupport\_ [Name of signee] \_ [Name of applicant organization]. Example: 2023\_LetterOfSupport\_JimSmith\_FPR.

### Letter of Support Upload **Childcare Provider**

*Please be aware that files exceeding 100 MB in size are not allowed.*

*Comment*

### Additional Letter of Support 1 Upload **Richmond Farmers Market**

*Please be aware that files exceeding 100 MB in size are not allowed.*

*Comment*

### Additional Letter of Support 2 Upload **Senior Center**

*Please be aware that files exceeding 100 MB in size are not allowed.*

*Comment*

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## SECTION 5b: Project Development Track Narrative (40 points)

The Project Development track covers projects to develop a concept into a project ready for implementation. Project concepts must advance one or more of VOREC's pillars.

Grants will be awarded to projects with a minimum budget of \$20,000 and no maximum.

### Project activities (Check all that apply)

- Assessment and Design: Assessment of trail and recreation assets and access to assets.
- Master Planning: Strategic planning for trail, recreation areas and/or communities.
- Professional Services (planning and design): Engineering, architecture, mapping or other design services required before implementing a project.
- Professional Services (natural and cultural resources): Natural and/or cultural resource inventories and assessments required before implementing project.
- Permitting: Costs for permits required before implementing project.
- Project Management: Required activities for the management of the proposed work. These activities are not for the administration of the grant (e.g., coordination with FPR on development of project scope, grant reimbursements, grant amendments).
- Administrative Support (indirect costs): Administrative costs for work done by Executive Directors or Administrative Staff on grant coordination with FPR (e.g., development of project scope, grant reimbursements, grant amendments), office space rent, utility bills, printers, etc. (a percentage of a project/the program).
- Other: Other activities that will further the development of the project. If checked, please explain in the project narrative below.



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Development track projects should fulfill the following priorities:

**Community Planning:** Projects should demonstrate public and partner engagement in the concept development, have a high positive impact and/or be deemed critical by the community.

**Economic and Community Need:** Concepts should fill a demonstrated gap in recreation economy or strengthen the recreation economy. Intended impact must fulfill a public need.

**Sustainability and Environmental Stewardship:** Projects should incorporate best practices to protect natural resources and increase resilience.

**Innovation and Creativity:** Projects that propose novel and imaginative solutions to revitalize or strengthen the outdoor recreation economy are encouraged.

**Inclusivity and Increased Participation:** Projects that actively involve and benefit diverse communities, ensuring equitable access to outdoor recreation.

Describe how the proposed project concept was determined and how it advances the above project priorities. (3,000-character limit)

What steps are you taking, or have you taken to be prepared to implement the project once fully developed? (2,000-character limit)

Is the proposed project connected to existing recreational assets or outdoor businesses? If so, please list. (2,000-character limit)

This project connects to and leverages Volunteers Green, a recreation asset with regional significance to the Richmond, Bolton, and Huntington communities. The Recreation Committee members represent all three towns. The Committee's goals are to 1) Improve access to a variety of recreational activities that promote wellbeing through increasing awareness of opportunities in the Richmond, Bolton, and Huntington community. 2. Promote collaboration in offerings to the community in addressing the health-related social needs of a diverse population. 3. Increase community engagement by designing positive, cost-effective programs for all residents that promote wellbeing and resiliency. 4. Guide the creation and management of aesthetically pleasing safe, healthful, and enjoyable public areas in Richmond, Bolton, and Huntington.

Overall, the new playground project aims to foster inclusive outdoor community spaces and encourage participation in outdoor recreation. Improvements to Volunteers Green such as the paved parking lot are already making a difference. Improvements such as a new playground aid in orienting park patrons to the Winooski River and recreational businesses that rent gear, nearby restaurants and other businesses, and other outdoor recreation facilities in town.

Letters of support

Please upload a minimum of 1 and a maximum of 3 letters of support that represent community and/or regional support for the proposed project and how it reflects the community's expressed needs. Each

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file should be clearly titled using the following format: 2023\_LetterOfSupport\_[Name of signee]\_[Name of applicant organization]. Example: 2023\_LetterOfSupport\_JimSmith\_FPR.

## Letter of Support

*Please be aware that files exceeding 100 MB in size are not allowed.*

*Comment*

## Additional Letter of Support 1

*Please be aware that files exceeding 100 MB in size are not allowed.*

*Comment*

## Additional Letter of Support 2

*Please be aware that files exceeding 100 MB in size are not allowed.*

*Comment*

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## SECTION 5c: Outdoor Equity Narrative (40 points)

The Outdoor Equity Grant track is administered through a partnership between the Department of Forests, Parks and Recreation (FPR) and the Office of Racial Equity (ORE). Projects in this track should expand access to Vermont's outdoors and reduce systemic barriers that have excluded people from full participation in outdoor recreation opportunities. In particular, this track will fund projects that support BIPOC, LGBTQ+ people, people with low income, speakers of languages beyond English and/or people with disabilities.

### Project Activities (Check all that apply)

- Educational Initiatives: Classes and workshops, or other means of educating recreation users or communities.
- Organized Events: Organizing and implementing events and/or supporting participation in events including transportation and food.
- Supplies: Purchase of gear, tools or other assets that reduce barriers for enjoying the outdoors.
- Land Acquisition: Land acquired through this grant (ex. Buying/conserving a town forest) should be held by a qualified organization such as a municipality or a land trust. Refer to the Application Guide for qualifications.
- Recreation Infrastructure Construction: New trails, trail rehabilitation, small-scale trail-related infrastructure construction or improvements and/or trailside signs and kiosks. All design and engineering must be complete and at a minimum all permits must be identified (if applicable).
- Professional Services: Contracting for services directly related to the outcome of the grant including translation and interpretation services.
- Capacity Building: Staff time, additional staff, internships or workforce development programming directly related to diversity, equity and inclusion.

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- Capital Infrastructure Construction: Construction of large-scale recreation-related projects including parking lots, engineered bridges and construction or renovation of buildings. All design and engineering must be complete and at a minimum all required permits must be identified.
- Program/Projects Development: Planning and developing projects related to diversity, equity and inclusion.
- Project Management: Required activities for the management of the proposed work. These activities are not for the administration of the grant (e.g., coordination with FPR on development of project scope, grant reimbursements, grant amendments).
- Administrative Support (indirect costs): Administrative costs for work done by Executive Directors or Administrative Staff on grant coordination with FPR (e.g., development of project scope, grant reimbursements, grant amendments), office space rent, utility bills, printers, etc. (a percentage of a project/the program).
- Other: Other activities that promote diversity, equity and inclusion in the outdoors. If checked, please explain in the project narrative below.

Outdoor equity projects should fulfill the following priorities:

**Inclusivity and Increased Participation:** Projects that actively involve and benefit diverse communities, ensuring equitable access to outdoor recreation.

**Partnership and Public Engagement:** Projects should be supported by the communities the project intends to serve. Projects with partnerships among multiple organizations are encouraged.

**Sustainability and Environmental Stewardship:** Projects should incorporate best practices to protect natural resources and increase resilience.

**Innovation and Creativity:** Projects that propose novel and imaginative solutions to improve access to the outdoors are encouraged.

Describe how the proposed project will further the priorities listed above. (3,000-character limit)

How does your organization currently engage with the populations the proposed project intends to serve? (2,000-character limit)

Letters of support

Please upload a minimum of 1 and a maximum of 3 letters of support that represent community and/or regional support for the proposed project and how it reflects the community's expressed needs. Each file should be clearly titled using the following format: 2023\_LetterOfSupport\_ [Name of signee] \_ [Name of applicant organization]. Example: 2023\_LetterOfSupport\_JimSmith\_FPR.

Letter of Support

*Please be aware that files exceeding 100 MB in size are not allowed.*

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[Comment](#)

[Additional Letter of Support 1](#)

[Please be aware that files exceeding 100 MB in size are not allowed.](#)

[Comment](#)

[Additional Letter of Support 2](#)

[Please be aware that files exceeding 100 MB in size are not allowed.](#)

[Comment](#)

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## SECTION 5d: Flood Recovery Narrative (40 pts)

The Flood Recovery track covers projects that replace, repair or upgrade recreation assets that were damaged due to flooding and/or heavy rain events during the summer of 2023. Projects should provide evidence for how the repair and/or upgrade was or will be more resilient to future rain events and/or compelling reasons for why the asset should be replaced in-kind.

If the project involves construction of new recreation assets, including projects that involve new construction and repair of damaged recreation assets, please apply for funding through the Implementation track.

The budget for projects in this track can include eligible flood related expenses that have already been incurred as well as planned expenses to complete replacement, repair or upgrades to damaged recreation assets. This grant track has no budget minimum.

[Eligible project activities \(Check all that apply\)](#)

- [Trail construction: Construction and/or relocation of trails, bridges, culverts, or other trail assets damaged in the 2023 floods.](#)
- [Recreation infrastructure construction: Construction of parking lots, kiosks, recreation areas or other recreation assets damaged in the 2023 floods.](#)
- [Assessment and Design: Assessment of trail and recreation assets and access to assets damaged in the 2023 floods.](#)
- [Professional Services: Engineering, mapping, natural or cultural resource assessment or other services required before implementing a project.](#)
- [Supplies: Purchase of gear, tools or other assets.](#)
- [Project Management: Required activities for the management of the proposed work. These activities are not for the administration of the grant \(e.g., coordination with FPR or development of project scope, grant reimbursements, grant amendments\).](#)
- [Administrative Support \(indirect costs\): Administrative costs for work done by Executive Directors or Administrative Staff on grant coordination with FPR \(e.g., development of project scope, grant reimbursements, grant amendments\), office space rent, utility bills, printers, etc. \(a percentage of a project/the program\).](#)

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- Reimbursement: Reimbursement for costs already incurred (after July 10, 2023) for any of the above eligible activities.

Flood recovery projects should fulfill the following priorities:

**Economic and Community Need:** Projects should fulfill a demonstrated need (e.g., a critical link or access point for a trail system), have high positive impact or be deemed critical by the community.

**Resilience:** Projects should implement an increased resilience (e.g., projects that replace culverts with bridges) as well as a well-described and considered design.

**Sustainability and Environmental Stewardship:** Projects should incorporate best practices to protect natural resources and adequately address the cause of damage or failure of asset (e.g., an undersized culvert).

**Innovation and Creativity:** Projects that propose novel and imaginative solutions to revitalize outdoor recreation spaces to be more resilient will be prioritized.

**Inclusivity and Increased Participation:** Projects that actively involve and benefit diverse communities, ensuring equitable access to outdoor recreation.

Describe how the proposed project will further the priorities listed above. (3,000-character limit)

Describe how and why the project area/asset was impacted by rain events in summer 2023 and how the new project design will mitigate the risk of future damage. (2,000-character limit)

Photos of the damage

Please upload up to 5 photos of the damage, if available. *Please be aware that files exceeding 100 MB in size are not allowed.*

Comment

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## SECTION 6: Supplemental Information

You may also use this section to upload any other information you feel would be helpful for evaluating the proposed project (pictures, site plans and sketches, other planning materials, etc.). Your files should be clearly titled using the following format: 2023\_ [document type] \_ [Name of applicant organization]. Example: 2023\_Photos\_FPR.

**Optional Documents** The inspections reports. Needs assessment?

Upload optional documents. *Please be aware that files exceeding 100 MB in size are not allowed.*

*Comment*