

October 30, 1992
Sportsub.nm/ldt

Introduced by: Greg Nickels
Larry Phillips

Proposed No.: 92-673

MOTION NO. 8854

A MOTION approving the program policies
and project selection guidelines for
distribution of funds from the Youth
Sports Facilities Grant Fund.

WHEREAS, there is a significant need for additional
athletic facilities to serve youth in King County, and

WHEREAS, the council recognized this need and established
a Youth Sports Facilities Grant Fund through Ordinance 10454 to
provide funding for additional, or enhanced, athletic facility
capacity, and

WHEREAS, the council designated that proceeds from the
Youth Sports Facilities Fund would be made available to
develop, renovate or repair sports facilities primarily serving
persons under 21 years of age in low and moderate income
communities within King County, and

WHEREAS, the attached program policies and project
selection guidelines will encourage communities to participate
in the development of youth sports facilities;

NOW, THEREFORE BE IT MOVED by the Council of King County:

The attached program policies and project selection
guidelines for the Youth Sports Facilities Grant Fund are
hereby approved and adopted.

PROVIDED THAT: By July 15, 1993, the Executive shall report to
the council regarding the status of low and moderate income
project applications. This report should include the following
information for projects of this type:

- a) the number of project applications
- b) project funding amounts requested vs. amounts funded

1 This report should also recommend measures that address any
2 shortfalls in funding of low and moderate income projects.

3 PASSED this 21st day of December, 1992

4 KING COUNTY COUNCIL
5 KING COUNTY, WASHINGTON

6 Audrey Singer
7 Chair

8 ATTEST:

9 Gerald A. Peterson
10 Clerk of the Council

**YOUTH SPORTS FACILITIES GRANT FUND:
PROGRAM POLICIES AND PROJECT SELECTION GUIDELINES**

**SECTION I. Introduction and Background:
The General Purpose of the Youth Sports Facilities Grant Fund**

The King County Council in Ordinance No. 10454, adopted basic criteria to define the purpose of the "Youth Sports Facilities Grant Fund":

- (1) The funds shall be made available to develop, renovate, or repair sports facilities primarily serving persons under 21 years of age, including those located in low- and moderate-income communities within King County.
- (2) A sports facility is defined as any structure or field that is intended to be used primarily for athletic purposes.

In addition, the Council requested that this new program do the following:

- (3) Encourage the leveraging of funds from other sources;
- (4) Hold an annual request-for-proposal (RFP) process that is integrated as much as possible with the Community Development Block Grant (CDBG) Program; and
- (5) Minimize administrative costs.

**SECTION II. Youth Sports Facilities Grant Fund:
Encouraging Community and Public Partnerships**

Public areas, including undeveloped parks, fields, and school playgrounds, are already the focus of many neighborhood youth athletic activities. In the case of schools, their fields and often their gyms are generally available to and used by youth sports organizations and the surrounding community in the off hours. Sometimes a field which has fallen into disrepair needs only a modest investment to rehabilitate it (and perhaps a commitment from a youth sports organization or the community to help maintain it) in order for the field to be usable again to both the school and the youth sports organizations or community. Other public lands have the same potential for sports use with a modest investment. Consequently, these policies stress a partnership between public entities with suitable property and the

surrounding community or neighborhood, including and especially local youth sports organizations.

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II.A Eligible Activities

The funds will be available to develop, renovate, or repair sports facilities (defined as structures or fields intended to be used primarily for athletic purposes) primarily serving persons under 21 years of age. Funds are not available for design work (architectural/engineering services) but can be used to reimburse the cost of permits once the permits have been obtained. Awards are contingent upon permits being obtained.

Projects located on publicly owned property are emphasized. Such property may include that currently owned by schools, a city or the County, utility districts, park and recreation service districts, Metro, and other public entities. Projects may be located on private land only if the applying youth sports organization or community group is a 501(c)(3) nonprofit and has free and clear title to the property.

II.B Eligible Geographic Areas

Any area in King County, including the cities, is eligible. Projects in predominantly low- and moderate-income neighborhoods and communities will be encouraged through a reduced match requirement.

II.C Eligible Applicants/Recipients

Because this program emphasizes a partnership between the local community and the public entity, applications must be jointly submitted by a community group or youth sports organization and a specific public entity. The partners must develop a long term use agreement to govern the use of the property and assign responsibilities. A draft of the agreement must accompany the grant application. King County will reserve the right to review and recommend changes to the agreement for a funded project. Agreements must be finalized prior to contracting and release of grant funds. (See Legal and Contractual Requirements, page 5, for further details.) King County will contract with the public entity for the funds, unless that entity requests the County contract with the community group, in which case the community group must have 501.C.3 nonprofit status.

II.D Matching Requirements

Because the program is designed to leverage funds from other sources, there is a 1:2 match requirement. This means that applicants must provide \$1 for every \$2 requested. If the project will be located in and will serve a predominantly low- and moderate-income neighborhood or community, applicants may request a match reduction to 1:4. This is \$1 for every \$4 requested.

The match must meet the following requirements:

- * A match may include cash, volunteer labor, donated supplies, equipment, or professional services such as design work.
- * Assistance or funds from King County will not be accepted as part of a match, nor will any Federal Community Development Block Grant funding.
- * The amount and type of match must be appropriate to the needs of the proposed project. The applicant must be prepared to justify that each element of the match, in the amount proposed, is required to complete the proposed project.
- * The proposed match elements must be expended during the proposed project's implementation.
- * At least 25% of the total resources provided as the match must come from the community or sports organization itself (in contrast to resources from the school district, State or local government, a national or regional foundation, etc.).
- * All volunteer labor will be valued at \$10 an hour. Volunteer time devoted to fund raising and completing the project application is not considered part of the match.
- * Professional services shall be valued at the reasonable and customary value of the product or service contributed by the professional to the proposed project. Any professional services claimed as a match must be directly related to the project.

The match contribution may be pledged by the donors as opposed to being actually collected and in-hand. However, the pledged match must be secure; that is, the applicant must have written evidence to support each element of the match from each donor.

All applications will be checked against the list of match requirements. If the match, as described in the application, does not meet this definition, the application will be considered ineligible.

Timing is important. Match resources must only be used after the project is actually awarded funds, if it is awarded funds. Awarded applicants can begin spending match once they are informed they have been awarded. There is one exception to this rule: design time, which is included in match, may be expended prior to the award-recognizing the need to use this type of match in order to pull together a credible application. Applicants must keep records of all match expended. Once under contract recipients will be asked to report on match expended.

II.E Qualifying for the Reduced Match

There are two methods of qualifying for the reduced match:

- (1) Standard Method. The applicants must show that the project is located in a Census tract that is predominantly (51%) low and moderate income (defined as 80% of the median income).

PCDD staff can provide the Census data. Applicants wishing to qualify for the reduced match are urged to address this issue well before applications are due.

- (2) Alternate method. There is an alternative method that may be used if a project ~~will utilize property owned by or adjacent to an elementary school is located in an elementary school service area where~~ Since elementary schools generally serve the local neighborhood or community, applicants may simply show that 40% or more of the students are on the reduced and/or free lunch program. If ~~so this is the case,~~ there will be an assumption that the surrounding neighborhood or community is predominantly low and moderate income. Where this assumption cannot be made--specifically, in the Seattle School District, where an elementary school's students may be drawn from anywhere in the district rather than the geographic area surrounding the school--~~this alternative method may not be used, nor may it be used by high schools or middle schools which generally serve large geographic areas. the project must be located on or adjacent to school property in order to qualify for the reduced match.~~

III.D Project Budget

The proposed budget is a reliable representation of the project's expenses:
+ 0 to 15 points

Maximum points will be awarded to projects with budgets that provide a detailed, line item breakdown of project expenses and revenues and indicate the source of the information used to develop the estimates.

III.E Excess Budget Request

Project request exceeds \$50,000:

- 5 points for each additional increment of \$10,000

For example, a request of \$50,001 to \$60,000 will have 5 points deducted; a request of \$60,001 will have 10 points deducted.

Total Possible Points - 50

III.F Bonus Points

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Five (5) bonus points will also be awarded if:

- * It is the only application from one of the three regions of the County (Seattle; north and east King County including and above School Districts No. 400, No. 411, and No. 410; and south King County).
- * (In a future year) It is an application that was submitted previously and applicants were advised to make revisions in the project, and they have done so in the current application.

~~Ten (10)~~ Fifteen (15) bonus points will also be awarded if:

- * The project is located in a low/moderate income community as determined by ~~census tract data~~ criteria established in Section II.E.

SECTION IV. How Award Decisions Will be Made

Staff will evaluate the applications and rank them by score. The King County Executive will review the evaluations and scoring. Using a projection of total funds available, the Executive will recommend which projects should receive funds and how much should be left in reserve (in case total funding falls short of projections). The King County Council will make the final decisions.

IV.A Legal and Contractual Requirements

The King County Council decision is not yet notice to proceed. Spending authority comes through a King County contract. Contracts for spending the award are negotiated through PCDD staff following the Council's action.

Some of the legal and contractual requirements which applicants should be aware of are:

- * King County will contract with the public entity, unless the entity wishes otherwise, in which case the community group must be a 501.C.3 nonprofit. Prior to contracting, the following two items must be in place:
 - (1) A long-term use agreement must be in place between the partners. The agreement must ensure that priority for use of the improved field or facility is given to persons under the age of twenty-one for the period of time commensurate with the level of funding. (Example: up to \$10,000/5 years; up to \$15,000/6 years; up to \$20,000/7 years; up to \$25,000/8 years; up to \$30,000/9 years; \$30,001+/10 years). It must also define how the two partners will share responsibilities for the field or facility.

(2) All necessary construction permits required by the appropriate jurisdiction must be obtained. The cost of such permits are reimbursable with grant funds.

- * Contractors must comply with federal laws governing Fair Labor Standards, Title VI of the Civil Rights Act of 1964 and the Civil Rights Act of 1991, Section 504 of the Rehabilitation Act of 1973, as amended, the Americans with Disabilities Act (ADA) of 1990 (this may impact the scope and cost of projects), and any other applicable federal, State, and local laws.
- * State prevailing wages will apply. This may impact a project's proposed budget.
- * There are requirements for purchasing services or materials with public funds. The public entity will have regulations regarding fair access to public funds by consultants, contractors, vendors. In addition, King County has standards which must be met. As a general rule, the entity whose standards are stricter shall apply. The applicant cannot promise a sale or contract in advance of the award of funds or the execution of the agreement between the County and the public entity. Note: This program is exempt from the requirements of King County Code Chapter 4.18 Minority and Women's Business Enterprises.

The applicant also cannot promise that a contract with a particular supplier or contractor will be paid with funds from the Grant Fund, even if the supplier or contractor is offering part of the job at no cost in order to help provide the match. Public funding will require an open solicitation process.

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