



# Charlotte County Grant Pre-Application Risk Assessment Form

Application Deadline to Agency: March 20, 2024	Date: 12/20/2023
Contact for Application: Mike Koenig	Department: Community Services
Title: Resource Manager	Phone Number: 941-235-5003

## List staff that will be assigned to work with grant if awarded:

Grant Coordinator: Mike Koenig	Fiscal Contact: Mark Snow
Title: Resource Manager	Title: Senior Financial Analyst
Department: Community Services	Department: Budget and Administrative Ser

## Funding and Programmatic Analysis:

Grant Program Name: Florida Boater Improvement Program			
General Purpose of Grant: Boating access projects and boating-related activities on coastal and inland waters within the State.			
Awarding Agency: FL Fish and Wildlife Conservation Comm		Federal pass-through? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If YES, identify federal source: US Fish and Wildlife	
Amount of grant funding: \$2,138,976		Multi-year: Year 1	Year 2 Year 3
Proposed award period of performance (m/d/yy): FROM 07/01/2024 THROUGH 06/30/2027			
Special Requirements or Conditions: (i.e. legal requirements, prohibitions, etc.) Applicants must allow public access to all portions of a funded facility during the facility's useful life. Sites utilizing FBIP funds must be open to the public for reasonable periods.			
Where will funds be budgeted? <input checked="" type="checkbox"/> Capital <input type="checkbox"/> Operating			
Cost share/match requirements? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		If yes, amount or percentage:	
Identify type and source(s) of cost share/match (i.e. cash, in-kind, donation, other) Type and Source(s): In-Kind Services \$1,020,494 (CEC Contract and Cash \$400,000 CIP C721404) Partnership Funds (WCIND) \$250,000			

Reporting Frequency	Programmatic: Quarterly	Financial: Unknown
Estimated staff time required for application and during grant period:	Programmatic:	Financial:
List job title(s) and quantity	Consultant - 2 Resource Manager - 2	Sr. Financial Analyst - 40

Has the County received this grant before? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, number of years: N/A
If yes, list any changes in reporting or program requirements: No	

Will this grant project be part of an existing or new Capital Improvement Project? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, CIP Project Name: Boating Improvements - Ainger Creek C721404
Describe any program income considerations: Once awarded, the grantor reserves the right to review and approve any and all fees proposed for projects, funded in whole or in part by the FBIP, for the term of the agreement to ensure that excess



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collection does not occur, and that funds collected are not reallocated or diverted to any non-boating related purpose. Reasonable prevailing rates in the locality may be charged to boaters for use of facilities constructed under FBIP.

Does application involve purchasing land, facilities, or equipment individually valued over \$5,000? ☐ Yes ☒ No  
List: N/A

List any future costs related to grant project including maintenance, on-going contractual costs, replacement costs, or any other operating costs.

On-going maintenance

Estimated annual recurring costs: \$

Does grant fund any staff positions? ☐ Yes ☒ No If yes, list position(s) and quantity:

Are administrative fees allowed? ☐ Yes ☒ No If yes, maximum allowed: \$0.00

Are indirect costs allowed? ☐ Yes ☒ No

If yes, County has elected to use the de minimis indirect cost rate of 10% for federal grant awards.

List any restrictions:

Amount of administrative fees or indirect costs included in this grant proposal: \$0.00

Does application involve County being a pass-through entity to a subrecipient(s)? ☐ Yes ☒ No

Describe staff knowledge (or planned training) on programmatic requirements, and any applicable subrecipient monitoring for the grant:

The consultant's scope includes review of the project for grant compliance and reporting. No additional staff training is required.

Does grant project require partner agency participation (MOU)? ☒ Yes ☐ No

Describe how the grant aligns with the strategic priorities of the County:

Fund & update capital needs assessment through 2029.

Describe how the grant aligns with the Department's mission and goals:

Continue implementation of the Parks and Recreation Master Plan.

Document the need for this project/service. Is there possible duplicative services are already in the community?

There are no duplicative services provided to the public.

Describe the sustainability/program continuation after grant period ends:

Ainger Creek Boat Ramp is currently in the park maintenance system. Renovation will reduce maintenance costs.

### Signatures for Review:

Department Director Tommy Scott	Fiscal Services Zinnia Vargas	Grant Compliance James Gentile
Date: 2/5/2024	Date: 2/14/2024	Date: 2/13/2024