



# PLANNING & CAPACITY PROGRAM

Great Outdoors Colorado's (GOCO) Planning & Capacity Program will invest in planning, capacity, research, and education projects that address opportunities, explore issues, and examine trends in the outdoors. The broad, complex natural resource and outdoor recreation needs of Colorado's communities requires a program that values thoughtful, comprehensive planning efforts to best understand the needs and opportunities and to design adequate strategies and solutions.

We believe that people are our partners greatest assets, and that human capital is vital to the success of our partners and, ultimately, our communities. GOCO will invest in capacity building and education efforts intended to support partners with resources, tools, and skills helpful in advancing their work in service of the people and places of Colorado. Through this program, GOCO will also invest in research projects that develop knowledge and facilitate learning, as well as community engagement and education efforts to develop and foster networks, partnerships, and collaboratives.

Through this program, GOCO invites partners to apply for funding to develop local, regional, or statewide plans e.g. master plans, strategic plans, comprehensive site plans; to create organizational capacity in order to address a natural or recreational resource need; to research a conservation or recreation issue facing Coloradans; to provide educational opportunities to communities and partners for salient topics needing broad or targeted dissemination.

Proposed projects must reflect one or more of GOCO's program values as identified in our [2020 strategic plan](#) and outlined later in this document. These values are intentionally open to interpretation and definition by our partners; how they are or could be reflected in each project and community is unique. And not every project will integrate multiple values. Projects that demonstrate several values, as well as projects that embody a singular value, can have meaningful impacts and significant merit.

GOCO regional program officers look forward to working with partners on project visioning and development to ensure your valuable time is spent on projects that will compete well in this program. We know the needs of our statewide network are vast and we look forward to hearing your ideas and working with you to advance projects throughout Colorado.



**ABOUT US:** GOCO invests a portion of Colorado Lottery proceeds to help preserve and enhance the state's parks, trails, wildlife, rivers, and open spaces. Our independent board awards competitive grants to local governments and land trusts and makes investments through Colorado Parks and Wildlife. Created by voters in 1992, GOCO has committed more than \$1.3 billion in lottery proceeds to more than 5,300 projects in all 64 counties without any tax dollar support. For more information, please visit [www.GOCO.org](http://www.GOCO.org).

## General Guidance and Grant Information

**BEFORE YOU BEGIN:** Contact your GOCO regional program officer to discuss your project in detail using the contact information on our staff [webpage](#). Together, you will determine whether your vision will compete well in the Planning & Capacity Program.

**APPLICANT ELIGIBILITY:** This program is open to entities eligible to receive GOCO open space and local government funds as listed below. Ineligible entities can partner with an eligible entity to apply. GOCO will consider awarding funds to ineligible entities on a case-by-case basis; please contact your regional program officer to discuss. As always, GOCO strongly encourages partnerships.

- a. Colorado municipality or county
- b. Title 32 special district eligible to receive distributions from the Conservation Trust Fund
- c. Political subdivision of the State of Colorado that includes in its mission the identification, acquisition, or management of open space and natural areas
- d. 501(c)(3) non-profit land conservation organization that includes in its mission the identification, acquisition, or management of open space and natural areas, e.g., land trusts
- e. Colorado Parks and Wildlife

**APPLYING:** Applicants must first submit a concept paper in consultation with your GOCO regional program officer. GOCO will accept concept papers on a rolling basis up to the deadlines listed [here](#). Staff will collectively consider concept papers and invite the most competitive projects to submit a full application. GOCO may ask clarifying questions of applicants at the concept or application stage to better understand your project. We may also seek additional written information for certain proposals. The content of conversations and any additional information submitted become part of the concept or application and open for discussion during staff or peer review as a means of vetting the merit of individual projects.

**PROGRAM VALUES:** Projects should encompass one or more of GOCO's program values as identified in our [2020 strategic plan](#):



*Resource conservation* | We value strategic land conservation and resource protection work.

*Outdoor stewardship* | We support sustainability of and improvements to the state's natural and recreational resources.

*Community vitality* | We invest in conservation and outdoor recreation efforts that support communities and quality of life.

*Equitable access* | We partner with communities to break down barriers to the outdoors.

*Youth connections* | We believe children and their families deserve opportunities to get outside and experience all the benefits of doing so.

**GRANT AMOUNT AND MATCH REQUIREMENTS:** Grant amounts should reflect expected project outcomes. Please remember that GOCO serves communities throughout Colorado and appreciates applicants keeping requests reasonable and reflective of expected outcomes. Applicants will work with their GOCO regional program officer to customize a request and match amount for your project based on your community's ability to match and to identify expenses eligible as match.

**TIMELINE FOR COMPLETION:** Applicants will work with their GOCO regional program officer to customize a timeline for your project based on the various deliverables. GOCO will prioritize projects that will begin immediately upon notice of award or execution of a grant agreement.

**PROPERTY OWNERSHIP:** The applicant or partner entity must own or have control over the property upon which the proposed project will take place. GOCO requires a formal agreement between parties when the applicant is not the owner or controlling entity. Applicants seeking funding for projects involving federal land must discuss the proposal with GOCO staff prior to submitting a concept paper or application. GOCO cannot fund the recreational development of a property that a government entity condemned specifically for that recreational development. GOCO may consider participating in recreational development on lands previously acquired through condemnation for a purpose *other* than recreational development.

**WILDLIFE REVIEW:** Applicants should work with their GOCO regional program officer and the local CPW Area Wildlife Manager (AWM) to understand, document, and mitigate any impacts to wildlife habitat. GOCO's regional program officer will provide the wildlife review form along with AWM contact information, upon request and as a component of the application packet. We ask that you contact the AWM well in advance of the application deadline.



**ELIGIBLE COSTS AND MATCH:** The following table, though not comprehensive, outlines specific eligible costs for this program. Please discuss any potential project expenses with GOCO to determine the eligibility of those expenses prior to applying.

ELIGIBLE COSTS
Costs associated with project planning/coordination/implementation/communications/celebration
Staff expenses incurred by the applicant and any contracted service providers for professional services directly related to project outcomes and administration
Strategic planning and consulting services
Staff/board development, training, and workshops
Costs of surveys, engineering, design, GIS/mapping, etc.

**PROPOSAL REVIEW:** The guidelines and criteria that inform GOCO’s project review and decision-making process is available on our website, GOCO’s *Grantmaking Philosophy*. GOCO strives to support applicants through the application process with feedback and guidance to minimize the investment of time and resources on concepts and applications deemed less competitive. GOCO is committed to a fair, equitable, and efficient review process from concept papers to applications and will use a consensus-based process to arrive at funding recommendations. GOCO relies upon on the collective wisdom of reviewers rather than vesting power or authority in individual reviewers.

GOCO staff will review concept papers on a rolling basis, prior to the concept paper submission deadline for the concurrent grant cycle. The concepting stage is an iterative process between GOCO’s regional program officers and partners to generate the best possible proposal for any given grant round. GOCO staff will evaluate the merit of each proposal and assess the project’s relative potential to help advance one or more of GOCO’s program values. The review is comprehensive across GOCO’s four base programs – Community Impact, Stewardship Impact, Planning & Capacity, and Land Acquisition. GOCO staff will invite successful concept paper applicants to submit a full application and will provide feedback to unsuccessful applicants.

Invited applications submitted by the due date are subject to a formal peer review process where GOCO will convene a group of peer reviewers to evaluate project merit. Reviewers will assess each application, including any additional supplemental or clarifying information submitted. As with the concept paper review, GOCO will provide feedback to unsuccessful applicants.



## **Grant Administration Information**

If a grant is awarded, GOCO will assign a Grants Officer to work with the project lead on all aspects of grant administration including execution of a grant agreement, reporting criteria, and grant payment options.

GOCO prefers to disburse funds on a reimbursement basis with a single payment occurring when the project is completed. However, grantees can request one progress payment of up to 50% of the grant amount prior to project completion with the remaining 50% paid upon project completion. Should either reimbursement option create barriers for project completion, please discuss available alternatives, including advanced and partial advanced payments, with your regional program officer.

Please contact a Grants Officer now if additional grant administration information is a necessary consideration prior to application. You can find relevant contact information at the link below.

## **Contact**

Our Grant Programs team is available to discuss your project and proposal so feel free to reach out using the contact information found on our staff [webpage](#). We look forward to working with you!



PLANNING & CAPACITY PROGRAM  
**CONCEPT PAPER**

## Project Summary Information

Project Title:

Applicant Organization:

Applicant Name:

Partner Organization (if applicable):

Partner Name (if applicable):

Amount Requested:

Estimated Total Project Cost:

Estimated Grant Period (years):

Brief Project Description (limit to space provided, below)



Please submit a concise narrative using the following prompts. Responses need not follow the formatting below but should answer all considerations put forth. Please limit narrative responses to 2 pages:

- Describe the organization(s) leading this effort including mission(s), impact, current organizational goals, the respective roles each will play.
- Describe the proposed research, planning, or capacity project and the issue, need, and/or opportunity it will address. Discuss expected outcomes including the community and/or resources impacted.

## **Budget**

Please use the GOCO Budget Form provided on the [program page](#).