**Section 3050.50 General Procedures for Grant Applications and Awards**

a) Grant applications for assistance under this program must be submitted in accordance with a schedule publicly announced annually by the Department. Failure to submit a completed application to the Department by the specified application deadline date will result in project rejection for that particular year. Projects that are the subject of a specific appropriation shall not be subject to the schedule announced pursuant to this Section; however, all other eligibility and application requirements must be fulfilled.

b) Necessary application material and instructions are available through the Department. Awarding of grants will be on a competitive basis (see Section 3050.70) and will be made under authority of the Director of the Department of Natural Resources.

c) Project grant applications will consist of the following components:

1) applicant's name, address and telephone number;

2) information on the supply of existing public park and open space acreage located within the project sponsor's (applicant) jurisdiction;

3) an itemized proposed project cost estimate;

4) project narrative statement describing the project concept, location, need for and objectives of the project, anticipated benefits, proposed usages and method of financing or accomplishing the project;

5) project location map, site plat map and proposed site development and/or restoration plans;

6) project environmental evaluation;

7) a document signed by the applicant verifying the applicant has the resources to initially finance and subsequently manage the project area and will comply with program regulations; and

8) a commitment for title insurance in the name of the project sponsor for the property planned for acquisition or other Department approved means of title search.

d) A program information packet may be obtained from the Division of Grant Administration, Illinois Department of Natural Resources, One Natural Resources Way, Springfield IL 62702-1271, telephone 217/782-7481.

(Source: Amended at 28 Ill. Reg. 10655, effective July 13, 2004)