

Mifflin County Commissioners
Act 13 Marcellus Shale Legacy Fund
2023-2024 Grant Program Guidelines

Created September 18, 2023

Under Act 13 of 2012, the Mifflin County Commissioners have received Marcellus Shale Legacy Fund monies from the Commonwealth of Pennsylvania through the Pennsylvania Public Utility Commission (PA-PUC). In order to obligate these funds, known as the Legacy Fund, the Mifflin County Commissioners have adopted these Act 13 Legacy Fund Grant Program Guidelines. These guidelines are designed to clearly outline Mifflin County's process for choosing projects for submission under the requirements stipulated in Act 13 of 2012.

Purpose and Intent

Part of Act 13, Section 2315 (a.1)(5)

Fifteen percent for the planning, acquisition, development, rehabilitation and repair of greenways, recreational trails, open space, natural areas, community conservation and beautification projects, community and heritage parks and water resource management. Funds may be used to acquire lands for recreational or conservation purposes and land damaged or prone to drainage by storms or flooding. Funds shall be distributed to counties proportionately based on the population of the county as follows:

- (i) In each county, the distribution shall be according to the following formula:
 - (A) Divide:
 - (I) the total population of the county; by
 - (II) the total population of the Commonwealth.
 - (B) Express the quotient under clause (A) as a percentage.
 - (C) Multiply:
 - (I) the percentage under clause (B); by
 - (II) the amount of funds available under this paragraph.
- (ii) Each county shall receive a minimum of \$25,000 to the extent funds are available.

Guiding Resources

The following resources are available to help determine if submitted projects are consistent with the mission of the Mifflin County Planning Commission

1. Consistent under Act 13 of 2012;
2. Consistent with the 2014 Mifflin County Comprehensive Plan (Visions for the 21st Century).
3. Leverage other private or public dollars;
4. Implement other plans such as:
 - a. County Greenway, Open Space and Rural Recreation Plan

b. The Feasibility Study for the Main Line Canal Greenway Trail (segment of the 9/11 National Memorial Trail) Mifflin and Huntingdon Counties.

Eligibility

Only projects deemed eligible under Act 13 of 2012 guidelines, listed above, are eligible for funding. If you have an idea for a project, you may contact the County Planning and Development Department prior to applying for funding. All requests must be applied for directly through a local municipality or a legally recognized non-profit entity only. All funding awards must demonstrate the benefit to the public and not restrict the use to the public.

Ineligible Projects

Projects for the general conduct of government services, projects serving private organizations not open to the general public, salaries and benefits for personnel, and vehicles and machinery are ineligible. Reimbursement of previously completed projects are also ineligible.

Project Selection

It is the intent of the Mifflin County Commissioners to allow the Mifflin County Planning and Development Department to administer the program by accepting applications for the funding and ranking of each project based upon an objective point system. Once the projects have been scored and ranked by the Planning Department, they will then be submitted to the Mifflin County Planning Commission for recommendations, then to the County Commissioners for final action.

Point System

County Act 13 projects are rated by the Planning and Development Department staff on a 100-point scale based on the following objective criteria. The maximum number of points to be assigned for each category listed below along with a description of the manner in which the number of points are awarded include:

5 Attendance at one of the two virtual scheduled workshops (see page 4 for schedule)

15 Appropriateness of Solution

Points are assigned to rate how effectively the proposed project addresses the stated problem. Applicants should explain whether the problem would be completely or partially solved by the proposal.

20 Proven Need for the Project

The seriousness of the project is rated in comparison to other proposed projects considering concerns such as safety, loss of economic and natural resources, number of people impacted, etc.

15 Level of Activity Planning

The amount of preparation made for the project is rated in comparison to other proposed activities. Planning efforts include having detailed cost estimates and/or specifications prepared by a contractor or other knowledgeable professionals, letters of support, previous applications for the same project, evidence of discussions regarding project. This factor also addresses the readiness of the project to proceed once funding is received. Points can't exceed 15 points.

- 15 detailed drawings and specifications
- 10 feasibility study completed
- 5 contractor quote
- 0 no planning activities

15 County Comprehensive Plan Implementation/County Greenway, Open Space and Rural Recreation Plan/ The Feasibility Study for the Main Line Canal Greenway Trail (segment of the 9/11 National Memorial Trail) Mifflin and Huntingdon Counties.

If an activity is compliant with the goals established in the above referenced plans the activity receives 15 points. If the activity is non-compliant with the plans, no points are awarded. No fraction of points will be awarded in this category.

10 Previous Grant

Projects which have received County Act 13 funds in the previous 4 years receive 0 points. Those which have not received County Act 13 funds in the previous 4 years receive 10 points.

20 Leverage

The purpose of the Act 13 funding can serve as funding for a stand-alone project or can be used as “gap funding” in conjunction with other leveraged and committed funding. Points are assigned in proportion to other funds committed to the project.

80% match=20 points 40% match=10 points 0% match=0 points
60% match= 15 points 20% match=5 points

For example: Of the total project cost is \$100,000, and \$20,000 is provided from another source the ($\$20,000/\$100,000=.20$ or 20%) then 5 points are awarded.

Application Form

Applications shall be made available on forms provided by the County. The form and supporting documentation must be completed, signed by an authorized representative of the municipality or non-profit and submitted for the project to be ranked by the Mifflin County Planning and Development Department followed by a recommendation from the Planning Commission which will then be forwarded to the Mifflin County Commissioners for consideration and final action.

Grant Award

A total of \$70,000 will be made available for the 2023-2024 funding cycle. A minimum award of \$5,000 and a maximum award of \$20,000 will be provided to those applicants that rank the highest.

Schedule

Projects shall be submitted according to the schedule contained here. Applications will be accepted in person at the Mifflin County Planning and Development Department Office, located at 20 North Wayne Street, Lewistown, PA 17044 or by e-mail to mcplanning@mifflincountypa.gov. Failure to follow the schedule will result in project ineligibility.

October 13, 2023	12:30 PM (Non-mandatory) Technical Assistance Workshop (Via Zoom).
October 13, 2023	6:00 PM (Non-mandatory) Technical Assistance Workshop (Via Zoom).
*November 30, 2023	4:00 PM Applications due, County Planning Department.
December 21, 2023	3:30 PM Workshop-Presentations to County Planning Commission
January 4, 2024	9:00 AM County Commissioner’s action.

***APPLICATION DEADLINE**

Agreement/Time Limit

All funding awards approved by the County Commissioners will require a signed agreement between the municipality or non-profit and the County. Successful applicants have one year to enter into an agreement with the Commissioners and one year after the date of the executed agreement to complete the project. It is incumbent on the awardee to contact the Planning Department when they are ready to proceed with execution of the agreement. Projects that exceed these timeframes could result in the forfeiture of the funds. A time extension *may* be considered by the County Commissioners for extenuating circumstances and the applicant must request this in writing indicating the reasons for the extension.

Award Project Requirements

All invoices shall be submitted directly to the County Planning and Development Department, the administrators of the fund, for payment. All invoices will be verified against the approved budget submitted with the project. Prior to payment all awardees must provide proof of purchase (i.e., cancelled checks, paid stamped invoices) or proof of delivery by either scheduling an on-site visit, or by providing photographs of the product or improvements. Any misused funds or unused funds will be required to be re-paid to the County by the applicant or non-profit and deposited back into the Legacy Fund.

Technical Assistance

Assistance in completing a project submission is available from Mifflin County Planning and Development Department staff. Applicants are strongly encouraged to attend one of the Technical Assistance Workshops prior to submitting a project, which will be held via Zoom. Specific questions concerning program guidelines should be addressed to the contact listed below. Project applications should be submitted to the following mailing or e-mail address:

Mifflin County Planning and Development Department Attention: James P. Lettiere, AICP, Planning Director
The Mifflin County Courthouse Planning and Development Department (2 nd Floor) 20 North Wayne Street Lewistown, PA 17044 717-242-0887 mcplanning@mifflincountypa.gov