

Appendix C

Capital Improvement Program

Municipality of Anchorage
Parks, Natural Resource, and Recreation Facilities
Capital Improvement Program for the Anchorage Bowl

Application Form for CIP Program

Introduction

This application is a component of the parks and recreation annual Capital Improvement Program (CIP). Please complete the following form and submit to the Anchorage Parks and Recreation Division office within your park district sub-area for consideration on the following year CIP. A park and recreation standards and guidelines booklet is available through the parks and recreation division that provides basic information to help assist in preparation of the park and facility request form.

The request form will be evaluated on an annual bases (set date) by members of the sub-area park district advisory group and then forwarded to the Park and Recreation Commission for final evaluation and recommendation. Please answer all questions to the best of your ability. If you need more space to answer any of the questions, please attach a separate sheet of paper or use the back of these sheets.

Thank you for your participation.

Park/Facility Name: _____

Park/Facility Physical Location: _____

Sub Area: _____ Park Classification: _____ Acres: _____

Project Description: _____

Name of Organization: _____

Address: _____

ZIP: _____ Date: _____

Phone: _____ Fax: _____ E-mail: _____

Contact Name: _____ Community Council: _____

Determine park and recreation facility needs. Before a project will be considered for inclusion in the CIP program it must demonstrate community needs based on guidelines established in the Parks, Natural Resource and Recreation Facility Plan.

Recreation Level of Service (LOS) A minimum and recommended LOS has been established for parks and recreation facilities. To determine if the proposed project meets an identified need that is below the minimum LOS for the sub-area park district complete the following table using the Design Guideline Manual and LOS tables. Parks are calculated at 1 acre per 1,000 population and recreation facilities are calculated at 1 facility per 10,000 population.

Item	Population	Existing Inventory	Minimum LOS	Projected Need	Shortage
Neighborhood Park (EXAMPLE)	30,000	40 acres	1.5 acres	45 acres	5 acres needed to meet minimum standard

Park, Natural Resource and Recreation Facility Plan Recommendations – list page and references for specific goals, objectives actions and policies that support this project:

Supporting Documentation – List supporting user groups, organizations, Community Councils. Letters of support can be attached to this document, but list each below.

Financial Support– List both in-kind and actual dollars pledged for this project and source.

Describe the project in terms of how well it meets the following park benefits and core values:

Personal Benefits: _____

Community Benefits: _____

Economic Benefits: _____

Environmental Benefits: _____

Maintenance: _____

Partnerships: _____

Access and Linkage: _____

Park Design Guidelines: Utilize the design manual to develop a concept site plan, project narrative and preliminary cost estimate.

Project Narrative: _____

Project Cost Estimate:

Item	Description	Quantity	Unit Cost	Total Cost

Please attach a diagram of the proposed park and or facilities., including a site map.

Thank you for your participation. The application will be evaluated by park and recreation staff from the appropriate sub-area park district and sent to the advisory group for evaluation for inclusion in the CIP. If you have any questions please contact _____ at _____.

Thank You

SAMPLE FORM

Anchorage Parks and Recreation Division Annual Evaluation

Sub Area:		Current Population		2% Growth			
Date:		Past Year Population					
Park Type / Recreation Unit	Inventory Start of Year	New Parks / Facilities	Total Parks / Facilities	Min. LOS	Acres/ Facilities Required	Need at Low LOS	Notes
Neighborhood Use		0	0	1.5		0	
Community Use		0	0	1.5		0	
Special Use		0	0	4.5		0	
Natural Resource Use		0	0	NA	NA	NA	
Total Park Needs	0	0	0			0	
Facilities					Facilities Required		
Little League & Baseball Combined		0	0	1.50		0.00	0.00
Softball Field		0	0	0.75		0.00	0.00
Soccer Field		0	0	1.75		0.00	0.00
Playground		0	0	3.00		0.00	0.00
Open Play Field		0	0	3.00		0.00	0.00
Picnic Shelters		0	0	1.00		0.00	0.00
Outdoor Ice Rinks		0	0	0.36		0.00	0.00
Ice Skating Lakes		0	0	0.36		0.00	0.00
Sledding Hill		0	0	1.00		0.00	0.00
Other							

Note: Athletic facilities should be grouped into special use sport parks where possible for city wide use.

SAMPLE FORM

Anchorage Parks and Recreation Division Annual Evaluation

Sub Area: Central

Current Population 37230 2% Growth

Date: 2/4/2004

Past Year Population 36,500

Park Type / Recreation Unit	Inventory Start of Year	New Parks / Facilities	Total Parks / Facilities	Min. LOS	Acres/ Facilities Required	Need at Low LOS	Notes
Neighborhood Use	20	0	20	1.5	56	56	
Community Use	17	0	17	1.5	56	56	
Special Use	206	0	206	4.5	168	168	
Natural Resource Use	1975	0	1975	NA			Need to acquire land along Campbell Creek and Little 0 Campbell Creek
Total Park Needs	2218	0	2218		279	279	
Facilities					Facilities Required		
Little League & Baseball Combined	1	0	1	1.50	5.58	4.58	Baseball fields available at Abbott O Rabbit and underdevelopment at Abbott Loop Park
Softball Field	0	0	0	0.75	2.79	2.79	Softball available at De La Vega and underdevelopment at Chuck Albrecht
Soccer Field	7	0	7	1.75	6.52	-0.48	Soccer available at De La Vega and South Anchorage. Private fields at Waldron may be lost.
Playground	6	0	6	3.00	11.17	5.17	
Open Play Field	2	0	2	3.00	11.17	9.17	
Picnic Shelters	2	0	2	1.00	3.72	1.72	
Outdoor Ice Rinks	0	0	0	0.36	1.34	1.34	
Ice Skating Lakes	0	0	0	0.36	1.34	1.34	
Sledding Hill	2	0	2	1.00	3.72	1.72	
Other							

Note: Athletic facilities should be grouped into special use sport parks where possible for city wide use.

**Anchorage Bowl Parks, Natural Resource and Recreation Facility
Annual CIP Evaluation Sheet**

Park/Project Name: _____ Date: _____
 Park District: _____ Contact: _____
 Classification: _____ Phone: _____
 Community Council: _____

Project Description: _____

Score Sheet

Criteria for scoring 1 includes how each item meets the eight strategies or core values in the plan

1. Needs Assessment - Does the proposed project have a clearly identified need (shortage) indicated in the LOS of the Plan. Score (use criteria listed below - only one score) Existing inventory is below minimum recommended LOS Meets current minimum LOS but future population growth will exceed minimum LOS in 3 years or less Below desired LOS (High Range)	Low (2 pt.)	Moderate (5 pt.)	High (10 pt.)	Total Score
			√	
	√	√		

2. How well the proposed project meets the broad community benefits as outlined in the Plan Personal Benefit: Community/Social Benefit: Economic Benefit: Environmental Benefit: Total Score for Benefits:	Low (1 pt.)	Moderate (3 pt.)	High (5 pt.)	Total Score

3. How well the proposed project meets the strategies or core values as outlined in the Plan Improve Maintenance: Builds Private-Public Partnership: Builds Community: Improves Local Economy: Provides Balance: Improve Access and Connections: Stewardship of Natural Resources: Park Organization: Total Score:	Low (1 pt.)	Moderate (3 pt.)	High (5 pt.)	Total Score

**Anchorage Bowl Parks, Natural Resource and Recreation Facility
Annual CIP Evaluation Sheet**

4. Community Support for the project	Low (1 pt.)	Moderate (3 pt.)	High (5 pt.)	Total Score
Community Council Recommendation				
User Group Support - In Kind Labor Financial Contribution (H=50%, M= 30%, L=15%)				
Meets stated park and recreation goals, objectives or actions (H=3 or more separate actions; M2 or more; L= single statement)				
Total Score				

Total Combined Score

Comments: _____

Recommendations: _____

Scoring Panel Names: _____

