

**Ohio Public Works Commission  
District 18 Natural Resources Assistance Council  
Clean Ohio Conservation Fund Application  
Attachment B**

**REVISED  
4/2026**

**Application Instructions**

Applications for the Clean Ohio Conservation fund for the District 18 Natural Resources Assistance Council must consist of the Clean Ohio Conservation Fund Application, provided by the Ohio Public Works Commission and this attachment. **All applications must be typed, paginated, and submitted in good condition prior to the deadline below.**

The application instructions can be found by visiting:

[www.buckeyehills.org/community-development/funding-opportunities/clean-ohio/](http://www.buckeyehills.org/community-development/funding-opportunities/clean-ohio/)

or

[www.publicworks.ohio.gov/programs/clean-ohio/02-clean-ohio](http://www.publicworks.ohio.gov/programs/clean-ohio/02-clean-ohio)

**Applicants must submit application via WorksWise (OPWC Portal).**

**All applications must be submitted in WorksWise prior to 4:00 p.m.  
September 30, 2026.**

**\*\*\*\*\*CHANGES AND/OR HIGHLIGHTS\*\*\*\*\***

- CHANGE - Applicants are no longer required to submit hard copies of the application to Buckeye Hills Regional Council. The Liaison will provide the NRAC Committee with digital files of all applications.
- REMINDER - Changes: According to OAC 164-2-12 the District 18 NRAC is requiring a two-tier tiebreaker. The District 18 methodology was changed to reflect this and has now implemented a two-tier tiebreaker with Part A, and Part B (ending on page 8). The highest score of Part B will serve as the first tiebreaker with the highest score of Part A as the second tie breaker if necessary. Notice changes also made on Page 9. Criteria 1 under Part III on Page 9 now has a 4-tier structure with new dollar amounts along with language that is easier to understand in the criteria. Criteria 3 (same section) is also only offering a 10-point incentive instead of a 20-point incentive regarding surface mineral and timber rights. District 18 NRAC has also changed “minor maintenance” to “utility maintenance” to avoid vague language while including both public and private utility maintenance.
- REMINDER - Resolution of Support: Ohio Statute, ORC 164.23(B) and 164.23(C), requires that certain project applications include Resolutions of Support. If the applicant is a county, township or municipality and the project is located wholly within the applicant’s boundaries, then no resolutions are needed from any other local government. Park districts, regardless of the location of the property, are not required to obtain any resolutions but must consult with each county, township, and municipality in which the project is located. All other applicants must obtain a county resolution for each county in which the project is located and from the impacted township or municipality. If the project is in two to four townships or municipalities, then resolutions are needed from at least one-half. If the project is in five or more communities, then resolutions are needed from at least three-fifths. Resolutions of Support do not apply to Improvements Only projects since the requirement was met for the property’s acquisition.
- STATUTORY CHANGE - In addition to the appropriation authority Senate Bill 310 amended Ohio Revised Code Section 164.22 (A). Prior to this amendment applicants could apply for Clean Ohio Funds for open space acquisition and related development of those open spaces. The modification to this section will allow for applications for eligible improvement activities for previously acquired Clean Ohio Properties as a stand-alone application.
- REMINDER - Must submit restricted use appraisal report with application completed by an ODOT prequalified appraiser and detailed cost must be provided by a civil engineer, landscape architect, or other professional with your application. **(For land acquisition, an appraisal by an ODOT prequalified appraiser who is credentialed in value analysis will need to be submitted to the OPWC prior to closing.)**

- REMINDER - Exhibit 3 – Resolution of Support – This is a legal requirement for the program and should be with the application. **YOU MUST HAVE THIS SUBMITTED TO THE COMMITTEE PRIOR TO THE VOTING MEETING.** Applications that do not contain it may be rejected. If you need clarification and/or have questions, please contact Jennifer Hufford, OPWC, at 614-752-8118.
- REMINDER- This NRAC will not allow commercial timber harvest with exception of salvage and maintenance (Dead, damaged or diseased trees).
- REMINDER- If buildings are present, applicant should include information on: building condition, intended use, plans for deposition; current appraised value, and proportion of value to the overall property value.
- REMINDER- If residents will be displaced, residents must be legally notified and applicant must provide proof of notification.
- REMINDER- You are now required to submit a table of contents and this table of contents is to include page numbers.
- REMINDER - If your project is going to require an appraisal review, these costs are eligible and Clean Ohio funds can be used to pay for these but must be included in your application.
- REMINDER - If a structure which is to be demolished is included in your current project funding, the value cannot be included in the appraisal but the cost of demolition can. NRAC District 18 will allow for use of Clean Ohio funds for either the value of a structure on property **OR** demolition of a structure **BUT** not both.
- REMINDER - You are now **REQUIRED** to complete and submit this Scoring Methodology with your application. Note that on the Scoring Methodology – Part II – you **MUST** include page numbers for each item marked. (page numbers may be hand written)
- REMINDER - Include a copy of the draft deed restrictions as they will be submitted to the State if your project is approved. The wording submitted with the application must mirror the language required by OPWC.
- REMINDER - If Site Improvements are included in your project costs, you must include a detailed cost estimate.
- REMINDER - Proposed projects that do not obtain a mean minimum score from committee members of at least 60% of the total possible maximum points that could be awarded by district 18 NRAC committee members will not be funded.
- REMINDER- Title Commitment is now only required with the applications if applicant desires to receive points for Part III #3 of the methodology.

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*TIE BREAKER FOR EQUAL FINAL POINTS (SCORES)*

*According to OAC 164-2-12 the District 18 NRAC is requiring a two-tier tiebreaker. The District 18 methodology was changed to reflect this and has now implemented a two-tier tiebreaker with Part A, and Part B (ending on page 7). The highest score of Part B will serve as the first tiebreaker with the highest score of Part A as the second tie breaker if necessary.*

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*Legal Disclaimer: The Director of the Ohio Public Works Commission is responsible for the development of the application for projects and approval of methodologies as mandated by Chapter 164 of the Ohio Revised Code (ORC). In the event of any discrepancies or conflicts arising between the supplemental materials provided by the Natural Resource Assistance Council, Ohio Public Works Commission policies, and the relevant sections of the ORC and Ohio Administrative Code (OAC), the provisions of the ORC and OAC shall prevail. Any reliance or action taken based on information contained in the supplemental materials shall be at the applicant's own risk, and the Ohio Public Works Commission disclaims any liability for inaccuracies or inconsistencies therein.*

**DISTRICT 18 OHIO PUBLIC WORKS COMMISSION  
NATURAL RESOURCES ASSISTANCE COUNCIL SCORING METHODOLOGY**

Applicant Name: \_\_\_\_\_  
Applicant Contact: \_\_\_\_\_

**Part I: Preliminary Screening—Required**

- | <b><u>YES</u></b> | <b><u>NO</u></b> | <b>(a “NO” answer at submission will disqualify application)</b>                                      |
|-------------------|------------------|---|
| _____             | _____            | Applicant is an eligible entity.  |
| _____             | _____            | Complete application received by deadline <b>(this includes this District 18 Scoring Methodology)</b> |
| _____             | _____            | Purchase Option on property or letter from willing seller [Page #     ]                               |
| _____             | _____            | Long Term plan for property. [Page #     ]  |
| _____             | _____            | Draft deed restriction. [Page #     ]   |

**For new open space project submissions only**

- |       |       |   |
|-------|-------|---|
| _____ | _____ | Does the applicant clearly state whether or not buildings are present and, if so, does applicant include a justification for their inclusion? (If buildings are present, applicant should include information on: building condition, intended use, plans for deposition, current appraised value, and proportion of value to the overall property value.) [p     ] |
| _____ | _____ | If a conservation easement is included in the proposal, has the applicant included proposed easement restrictions and the grantor’s retained rights; and does the easement language protect for perpetuity the property’s natural resources and its monitoring by a qualified entity? [p     ]  |
| _____ | _____ | Has the applicant supplied justification as to why its proposed properties are in need of permanent protection? [p     ]  |
| _____ | _____ | Has the applicant included the price per acre of submitted properties and has the applicant demonstrated and justified the properties’ fair market value? [p     ]  |
| _____ | _____ | Has the applicant described the properties in sufficient detail to enable visitation by committee members if they so desire? [p     ]   |

**For site improvements on previously Clean Ohio supported acquisitions only**

- |       |       |  |
|-------|-------|--|
| _____ | _____ | Has the original project grant been satisfactory closed? [p     ]  |
| _____ | _____ | Has the applicant demonstrated that the conditions pledged in the original Clean Ohio application have been completed? [p     ]  |
| _____ | _____ | Has the applicant shared description of proposed site improvements with a detailed justification of benefits, description of public use and access, design plans and quotes when appropriate, and a budget? [p     ] |

**Project purpose must involve at least one of the following from A or B below:**

**A. Open Space (Sec. 164.22 A)**

- acquires land for parks
- acquires land for public forests
- acquires land for wetland preservation or restoration
- acquires land for natural areas protecting endangered species
- acquires land for other natural areas
- acquires land for connecting corridors for natural areas
- openspace acquisition
- permanent conservation easement
- constructs or enhances facilities necessary to make open space area accessible and useable by the general public

**B. Riparian Corridors or Watersheds (Sec. 164.22 B)**

- Protects or enhances riparian corridors or watersheds including the protection and enhancement of streams, rivers, and other waters of the state.

**C. Would the project: (if "YES" to any of the below, the project is ineligible (Section 164.22, ORC))**

- | <b>YES</b>               | <b>NO</b>                |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | fund current legal obligations (such as fines, penalties, litigation expenses, mitigation or reclamation) under state or federal laws or local ordinances? |
| <input type="checkbox"/> | <input type="checkbox"/> | fund facilities other than those required to provide public access to or use of openspace?   |
| <input type="checkbox"/> | <input type="checkbox"/> | fund facilities for active recreation, such as tennis courts, ball fields or recreation centers?   |

**If the project meets Preliminary Scoring Requirements move on to the next section.**

District 18 NRAC Scoring Methodology – Part II – Required

NRACs shall consider all of the following in approving or disapproving a grant: Does the project emphasize (briefly document in application) the following pursuant to Section 164.22, ORC. [Give page in application where item is cited or described in detail.]

For additional information – please refer to the “glossary” at [www.buckeyehills.org](http://www.buckeyehills.org)

**Part A – you can receive a maximum of 10 points for each item**

1. \_\_\_\_ protects habitat for **rare, threatened or endangered species** [p \_\_\_\_ ]
2. \_\_\_\_ increases habitat protection for a variety of **native species** [p \_\_\_\_ ]
3. \_\_\_\_ reduces or eliminates nonnative, **invasive species** of plants or animals [p \_\_\_\_ ]
4. \_\_\_\_ preserves high quality, **viable habitat** for plant or animal species [p \_\_\_\_ ]
5. \_\_\_\_ restores and preserves **aquatic biological communities** /preserves or restores **water quality** [p \_\_\_\_ ]
6. \_\_\_\_ preserves **headwater streams** preserves or restores **streamside forests** [p \_\_\_\_ ]
7. \_\_\_\_ preserves or restores **functioning floodplains** [p \_\_\_\_ ]
8. \_\_\_\_ preserves or restores **natural stream channels** [p \_\_\_\_ ]
9. \_\_\_\_ preserves **existing high quality wetlands** or restores **wetlands** [p \_\_\_\_ ]
10. \_\_\_\_ preserves or restores **other natural features** that contribute to the quality of life and **state’s natural heritage** [p \_\_\_\_ ]
11. \_\_\_\_ **fee simple acquisition** of lands to provide access to **riparian corridors** (preferred over 14) [p \_\_\_\_ ]
12. \_\_\_\_ **acquisition of easements** protecting and enhancing **riparian corridors or watersheds** [p \_\_\_\_ ]
13. \_\_\_\_ **reforests land or plants** vegetation for filtration to improve water quality [p \_\_\_\_ ]
14. \_\_\_\_ supports comprehensive **openspace planning** / provides **multiple recreational, social, economic and aesthetic preservation benefits** as compared to other proposed projects [p \_\_\_\_ ]

**Part B – you can receive a maximum of 5 points for each item**

- 15. \_\_\_\_ Incorporates aesthetically pleasing and ecologically informed design including **sensitivity to terrain, natural resources and heritage of property** [p \_\_\_\_ ]
  
- 16. \_\_\_\_ enhances **educational opportunities and provides physical links** to schools and after school centers [p \_\_\_\_ ]
  
- 17. \_\_\_\_ includes **pedestrian/bicycle linkages** to other openspace preserves and population centers [p \_\_\_\_ ]
  
- 18. \_\_\_\_ allows proper management of areas where safe fishing, hunting and trapping may take place in a manner that will **preserve balanced natural ecosystems/ enhance economic development** that relies on recreation and ecotourism in areas of relatively high unemployment [p \_\_\_\_ ]

**Part II A & B Score** \_\_\_\_

***Make sure to choose the criterion that truly supports your project rather than trying to address every item on the list.***



8. Property free of buildings? (points based on clear explanation of plans for the building)

\_\_\_\_\_ Yes (up to 10 points)

\_\_\_\_\_ No

**Part III Score** \_\_\_\_\_

**Total Score of Parts II and III** \_\_\_\_\_

**DISTRICT 18 CLEAN OHIO CHECKLIST**

**Applicants must submit application via WorksWise (OPWC Portal).**

\_\_\_\_\_ Clean Ohio Conservation Fund Application Forms Pages 1-6 (in order)

**REQUIRED ATTACHEMENTS FOR ALL PROEJCTS**

\_\_\_\_\_ Scoring Methodology: must be completed by applicant and submitted

\_\_\_\_\_ Table of Contents: must include page numbers

\_\_\_\_\_ Attachment A – Project Emphasis: Provide the project specifics, Indicate precisely what the project emphasizes as defined by Section 164,22 (A)(B) of the Ohio Revised Code.

\_\_\_\_\_ Attachment B – Authorization by the Governing Body of the Applicant: A certified copy of the legislation by the governing body of the applicant authorizing the designated office to submit this application and execute contracts.

\_\_\_\_\_ Attachment C – Chief Financial Officer’s Certification of Funds: A statement from the applicant’s chief financial officer certifying that all local share funds required for the project will be available on or before the dates listed in the Project Schedule section.

\_\_\_\_\_ Attachment D – Formal Detailed Estimate of the Project’s Costs: An estimate of project cost provided by an civil engineer, landscape architect, or other professional. For land acquisition, an appraisal by an ODOT prequalified appraiser who is credentialed in value analysis must be submitted to OPWC prior to closing.

\_\_\_\_\_ Attachment E – Cooperation Statement: An agreement, which identifies the fiscal and administrative responsibilities of each participant.

\_\_\_\_\_ Attachment F – Resolution of Support: Refer to section 164.23 (B)(1) of the Ohio Revised Code for guidance. (Example Attachments at [www.buckeyehills.org](http://www.buckeyehills.org)) \*\*see above “Changes and/or Highlights” for additional information.

\_\_\_\_\_ Attachment G – OPWC Deed Restrictions: Your copy must include all the wording in the Example provided. (Example Attachments at [www.buckeyehills.org](http://www.buckeyehills.org))

\_\_\_\_\_ Attachment H – Restricted Appraisal Report completed by an ODOT prequalified appraiser.

**ADDITIONAL ATTACHMENTS TO BE INCLUDED IF NEEDED FOR YOUR PROJECT**

\_\_\_\_\_ Attachment I – Participation by State Agencies: Identify any state agencies that will provide assistance to this particular project.

\_\_\_\_\_ Attachment J – Coordination of project among local political subdivisions if the project involves more than one subdivision or district.

\_\_\_\_\_ Attachment K – Supporting documentation such as additional project description, photographs, and/or other information to assist NRAC in ranking your project.

\_\_\_\_\_ Attachment L – Proof of notification that residents will be displaced.

\_\_\_\_\_ Attachment M – Additional information for any buildings present (see Changes and/or Highlights)