



# Florida Department of Environmental Protection

Marjory Stoneman Douglas Building  
3900 Commonwealth Boulevard  
Tallahassee, Florida 32399-3000

Rick Scott  
Governor

Jennifer Carroll  
Lt. Governor

Herschel T. Vinyard, Jr.  
Secretary

October 25, 2012

Ms. Gina Rivera  
Grants & Special Projects Coordinator  
City of Fort Lauderdale  
1350 West Broward Boulevard  
Fort Lauderdale, FL 33312

Re: Rivermont  
LWCF Project No. 12-00601

Dear Ms. Rivera:

Your Land and Water Conservation Fund Program (LWCF) grant has been approved by the National Park Service. To assist you in getting started, we have enclosed a folder containing the grant agreement, the LWCF Manual on CD/Rom, a copy of the LWCF rule, and all the forms necessary for the accomplishment of this grant. Please keep this folder in your files for project administration. **This year we have also included a copy of your project's Clearinghouse Letter, please read and comply as needed.**

### Grant Agreement

The grant agreement has been prepared in accordance with your application and acceptance letter. It is important that you review the agreement to ensure that information specific to your project is accurate. Please execute and return both original copies to our office on or before **November 30, 2012**. One original copy will be returned to you when formally executed by the Department. There are a few attached forms behind each agreement that also need to be reviewed, completed and signed and then returned with the agreements. Be sure to complete Attachment A and Attachment G to return with the contracts.

### Administrative Forms

1. **Commencement Documents:** Due by **December 31, 2012**. Unless a Waiver of Retroactivity has been issued, or provisions are provided for in this agreement, the project may not commence until all Commencement Documents have been received and approved by this office.
2. **Status Report Forms:** Status reports are due the 5<sup>th</sup> of January, May and September of each year.
3. **Reimbursement Request Forms**
4. **Completion Documents:** Due 30 days after project completion.

If you have any questions or need an extension for the above deadline dates, please contact us at (850) 245-2501 or by e-mail at [rita.ventry@dep.state.fl.us](mailto:rita.ventry@dep.state.fl.us).

Sincerely,

Rita Ventry  
Community Assistant Consultant  
Office of Information and Recreation Services  
Division of Recreation and Parks  
Mail Station #585

Enclosure