# Template Last Updated 03/08/2024

Grants that have the objective “**Facilities Construction, Renovation or Acquisition**” will require a link to Facility Record(s).

Note: Grants that provide funding for the Facility Operations and Maintenance (O&M) do NOT require a link to a Facilities Record.

**SITE RECORD**

1. Site Name (A site is the area in which one or more facilities are located):

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1. Geographic Location:
	1. Draw a Shape in TRACS (draw a polygon or import a shapefile), or
	2. Pick a location by selecting the State/Territory and if applicable, specific Counties or Wildlife Management Areas

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1. Describe your location (optional):

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1. Pictures of Site (optional) - attach files and add a comment below:

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1. Site Web Page (optional): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. TRACS Group - Select the group responsible for the grant proposal at the lowest level (e.g. the state agency and/or division or sub-group:

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**FACILITY RECORD**

# Facility Record

1. Facility Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Facility Type (check one):
	* Aquatic Barriers
	* Boat Pumpout / Dump Stations
	* Education Centers
	* Fish Hatcheries
	* Fish Passage Facilities
	* Fish Screening and Related Facilities
	* Program Support Facilities
	* Public Access Facilities
	* Recreational Boating Facilities
	* Recreational Fishing Facilities
	* Recreational Wildlife Facilities
	* Shooting Ranges
	* Water Management Structures
	* Wildlife Passage Facilities
	* Wildlife Propagation Facilities
3. Is this facility Real or Personal Property? (check one)
* Real Property
* Personal
1. Facility Type Narrative (check one)
	* Not Applicable
	* If applicable, enter the statement below

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1. If required, has a deed, lien, covenant, or other related documentation been recorded to establish the Federal Interest? (check one)
* No
* Uncertain
* Yes
1. Monitoring Frequency (check one):
* bi-annually
* every 2 years
* every 3 years
* every 4 years
* every 5 years
* yearly
1. Is this a publicly accessible facility? (check one):
* Yes
* No
1. Interest Type (check one):
* Acquisition
* Construction
* Renovation
1. Ownership Interest (check one):
* Grantee
* Other State agency
* Third Party
1. Date Facility Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Is the facility cost $25,000 or greater?
* Yes
* No
1. Useful Life (check one):
* Set the useful life for components individually
* Set one useful life for all components (complete the following):

Useful Life Duration in Years \_\_\_\_\_ and Months \_\_\_\_\_ Useful Life Start Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Federal Points of Contact - list full name, title (optional), phone number, email address and organization name:

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1. Non Federal Points of Contact - list full name, title (optional), phone number, email address and organization name:

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#  Components

*Skip this section for the following Facility Types (no components):*

* *Aquatic Barriers*
* *Fish Passage Facilities*
* *Fish Screening and Related Facilities*
* *Wildlife Passage Facilities*
* *Wildlife Propagation Facilities*
* *Program Support Facilities*
* *Public Access Facilities*

For all other component types, complete the following for each:

1. Component Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Component Type (check one based on the Facility Type selected on previous page):

Shooting Ranges

* Archery ranges
* Rifle ranges
* Pistol ranges
* Shotgun (trap or skeet) ranges
* Office building/program support facilities

Fish Hatcheries

* Residence buildings/program support facilities
* Aquaculture ponds
* Fish rearing buildings/program support facilities
* Other

Education Centers

* Aquatic Education
* Hunter Education
* Wildlife Education
* Other

Recreational Boating Facilities

* Access roadways
* Carry-down access
* Docks - Enter the following (required): # linear feet \_\_\_\_\_\_\_ # slips \_\_\_\_\_\_\_ (see [job aid](https://wsfrtraining.fws.gov/pluginfile.php/406/mod_page/content/62/Recreational%20Boating%20Facility%20with%20Dock%20Job%20Aid.pdf))
* Fish cleaning stations
* Fuel stations
* Gangways
* Hoist launch systems
* Launch ramps - Enter the following (required): # launching lanes \_\_\_\_\_\_\_\_
* Laundry facilities
* Moorings - Enter the following (required): # physical tie-ups \_\_\_\_\_\_\_\_
* Parking Areas
* Restrooms
* Shade structures
* Wave attenuation/breakwater

Boat Pump Out / Dump Stations

* Dump stations
* Floating restrooms
* Pump out boats
* Pump out stations

Recreational Fishing Facilities

* Fishing piers/platforms
* Parking areas
* Restrooms
* Fish cleaning stations
* Other

Recreational Wildlife Facilities

* Parking areas
* Restrooms
* Campgrounds/shelters
* Viewing platforms
* Other

Water Management Structures

* Wildlife recreation water management structures
* Fisheries recreation water management structures
* Other
1. Useful Life Duration in Years \_\_\_\_\_ and Months \_\_\_\_\_ Useful Life Start Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Description of Component:
	* Not Applicable
	* If applicable, enter the statement below

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**Fill out Section II Components and the associated questions for each additional component (copy and paste section II again here, as many times as needed to capture each component)**

#  Location

1. Geographic Location: Draw a Shape in TRACS (draw a polygon, point, or import a shapefile)
2. Is this location sensitive?
* No
* Yes
1. Describe your location (optional):

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1. Pictures of Facility (optional) - attach files and add a comment below:

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1. Facility Web Page (optional): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

#  Summary of Facility Costs

**Federal and Match**

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| ***Source*** | ***Amount*** |
| Federal Share | $ |
| Match Share | $ |
| Additional Funds | $ |