

FY 2017 RECREATIONAL TRAILS PROGRAM FUNDING APPLICATION



Maryland State Highway Administration / Office of Environmental Design
 ATTN: Terry Maxwell
 707 N. Calvert Street Baltimore, Maryland 21202 Phone: 410-545-8637

Application Submission Deadline: July 1, 2016

Please email tmaxwell@sha.state.md.us with any questions about this application.

Project Title:

Trail Uses

Check all that apply

- Diverse Motorized Recreational Non-motorized Recreational Transportation Trail

Project Types

Check only one category

Construction

- Construction of new trail or facilities Maintenance of trail or facilities (with ground disturbance)

Non-Construction

- Purchase or lease of equipment Maintenance of trail or facilities (without ground disturbance)
 Acquisition of easements Interpretive/educational programs/facilities

Project Cost:

| | | |
|---------------------|----------------|--------------------|
| | | |
| RTP Funding Request | Matching Funds | Total Project Cost |

Project Sponsor (Applicant)

Please provide contact information for the Project Sponsor Entity and the Project Manager.

| | |
|------------------------|--|
| Project Sponsor Entity | |
| Project Manager | |
| Title | |
| Organization | |
| Address 1 | |
| Address 2 | |
| Telephone | |
| Cell Phone | |
| Fax | |
| E-mail | |

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1. Project Location

Describe the limits of the project, including the City and the County. Include a location map, as detailed in Section 10 of this application

2. Project Abstract Complete the following sentences. Then provide additional requested information

This project will.....

Benefits the trail user by.....

Please create a project abstract. In that document, concisely describe all of the major elements of your proposed project. Include:

- How much planning and design has been completed for the Project?
- Is the project within proximity to any environmentally sensitive area?
- Is the project a missing link or potentially part of the State Transportation Trail network? (Visit <http://www.mdot.maryland.gov/Planning/Trails/trails.html> for more information.)
- Does the project provide access to a regional land or water trail system?
- Does the project help sustain a trail system?
Does the project enhance tourism/economic development opportunities, particularly for towns?
- Is the project along a byway, within a heritage area, adjacent to a Chesapeake Gateway, or associated with any other tourism related area or activity?

3. Project Summary

| Task No. & Name | Task Description |
|-----------------|------------------|
| | |
| | |
| | |
| | |

List by task and completely describe all the major elements of your proposed project in a concise manner. Although the program does not cover the cost of planning, design, engineering and permitting, please include these items in your summary, even if these tasks are part of the project.

4. Project Property Owner

The Project shall be constructed on property owned by and/or on permanent easements held by the Project Sponsor. If a non-profit is partnering with a Park Manager, please include an email or letter by Park Manager explaining that there is, or will be, an agreement.

5. Project length

Please include linear feet of the trail, width of the trail. Please note if it is new or reconstructed. Describe the proposed surface material of trail.

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6. Prior Projects

Describe the status of any previously funded National Recreational Trail funded projects.

- Include the year that the prior project was funded or prior project Recreational Trail number (RT#).
- If there are delays with the prior projects, please explain why they occurred.
- Describe any relationship between this project and previously funded National Recreational Trail Program projects.
- Describe how the proposed work relates to any multi-year work or comprehensive plans that may have been developed.

7. Project Work Plan

| Task Number & Name | Start Date | Duration | Responsible Party | Justification |
|--------------------|------------|----------|-------------------|---------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |

*This table is provided as a guide to developing a realistic project schedule for implementing the tasks described in item 1. **Project Summary**. Although the program does not cover the cost of planning, design, engineering and permitting, please include these items in your schedule if they are incomplete.*

8. Project Budget

| Task No. & Name | Requested Funds 80% | Sponsor Match 20% | Total Task Cost 100% |
|-------------------|------------------------|----------------------|-------------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| Total Cost | | | |

Funds requested for projects cannot exceed \$40,000 for trail construction and \$30,000 for non-construction.

9. Matching Funds (20%)

| Task | Source | Type (Cash or In-kind) | Description Including Hours and Rate | Amount |
|--------------|--------|------------------------|--------------------------------------|--------|
| | | | | |
| | | | | |
| | | | | |
| Total | | | | |

20% Match Calculation:
 $Award\ Request\ (80\%\ Project\ Cost) \times 1.25 = Total\ Project\ Cost\ (100\%\ of\ Total\ Project\ Cost)$
 $Total\ Project\ Cost - Award\ Request = 20\%\ Match\ Required$

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10. Location Map

Please attach 8.5 x 11 map of project area showing as many details of the project as possible. The map must have a north arrow, scale and the title of the project. It should clearly show the project location, property lines, public facilities, state roads, and any other relevant information. **The Map must clearly identify the proposed project site with beginning and ending points.**

11. Submission

It is preferred that applications be submitted electronically to tmaxwell@sha.state.md.us by **2 p.m. on July 1, 2016**. Because our email server rejects most attachments larger than 6 MB, please use an FTP site or file sharing service, to transmit the application and any large attachments. Confirmation will be sent when the application is received. Please contact us at the email above with any questions about submissions or to discuss potential projects. The Recreational Trail Advisory Committee will meet to review projects in August. Awards will be announced in the October.

Options for Submission include:

Internet/E-mail (preferred)

- Complete the form on your computer and save the file on your computer.
- Email the file as an attachment to: Terry Maxwell, tmaxwell@sha.state.md.us
- Use an FTP site or file sharing service to transmit the application and any large attachments.

U.S. Mail

- Mail a completed application to:

Terry Maxwell
Maryland Scenic Byways / Recreational Trails Program
Maryland State Highway Administration
707 N. Calvert Street, MS C-303
Baltimore, MD 21202