

FY 2018 RECREATIONAL TRAILS PROGRAM FUNDING APPLICATION



Application Submission Deadline: July 1, 2017

Please email Samantha Biddle, sbiddle@sha.state.md.us, with any questions about this application.

1. Project Title: *If applying for more than one grant in current application period, please provide priority within project title (i.e. Priority 1, Priority 2...)*

2. Trail Uses: *Check all that apply*

- Diverse
 Motorized Recreational
 Non-motorized Recreational
 Transportation Trail

3. Project Types: *Check only one category*

Construction

- Construction of new trail or trail related facilities
 Maintenance of trail or trail related facilities

If new construction is to occur, please describe the following, if the information can be provided: length, width, proposed materials, drainage, removal of resources, etc.

Non-Construction

- Purchase of equipment

4. Project Sponsor (Applicant/Point of Contact):

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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12. Right-of Way: *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. This will need to be verified by the Maryland Department of Transportation.*

13. Project Budget: *Provide a cost estimate for each task listed in question #10, note whether it is anticipated to be reimbursable or used towards the required match. The match must be 20% of the total cost of the project. The value of any soft match must be a part of the total project cost. Cash match must be used for all equipment purchases. Please refer to the labor rates in the 2018 Recreational Trail Manual for not to exceed rates for volunteer hours, project management hours, etc. Requested funds shall not exceed \$80,000 for trail maintenance and construction and \$30,000 for non-construction projects; exceptions could be considered on a case by case basis for construction projects. All projects are subject to a \$20,000 minimum request.*

Task Name	RTP Funds Requested	Sponsor Match		Total Task Cost
		Value	Type (in-kind or cash)	
Total Cost				

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Please use this space to provide additional information, if any, on Project Budget. For example, please indicate if Match items such as other grants are in hand.

14. Submission

It is preferred that applications be submitted electronically to sbiddle@sha.state.md.us by **4 p.m. on July 1, 2017**. 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 Fall.

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: Samantha Biddle at sbiddle@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:

Samantha Biddle, AICP
Assistant Division Chief
Recreational Trails Program
Maryland Department of Transportation State Highway Administration
707 N. Calvert Street, MS C-502
Baltimore, MD 21202

15. Authorized Signature

Sponsor signature

Date