

RECREATIONAL TRAILS PROGRAM (RTP)



2015 Grant Workshop

Topics

- The Recreational Trails Program Overview
- Eligibility and Application Requirements
- Criteria and the Grant Review
- Award and Reimbursement Process



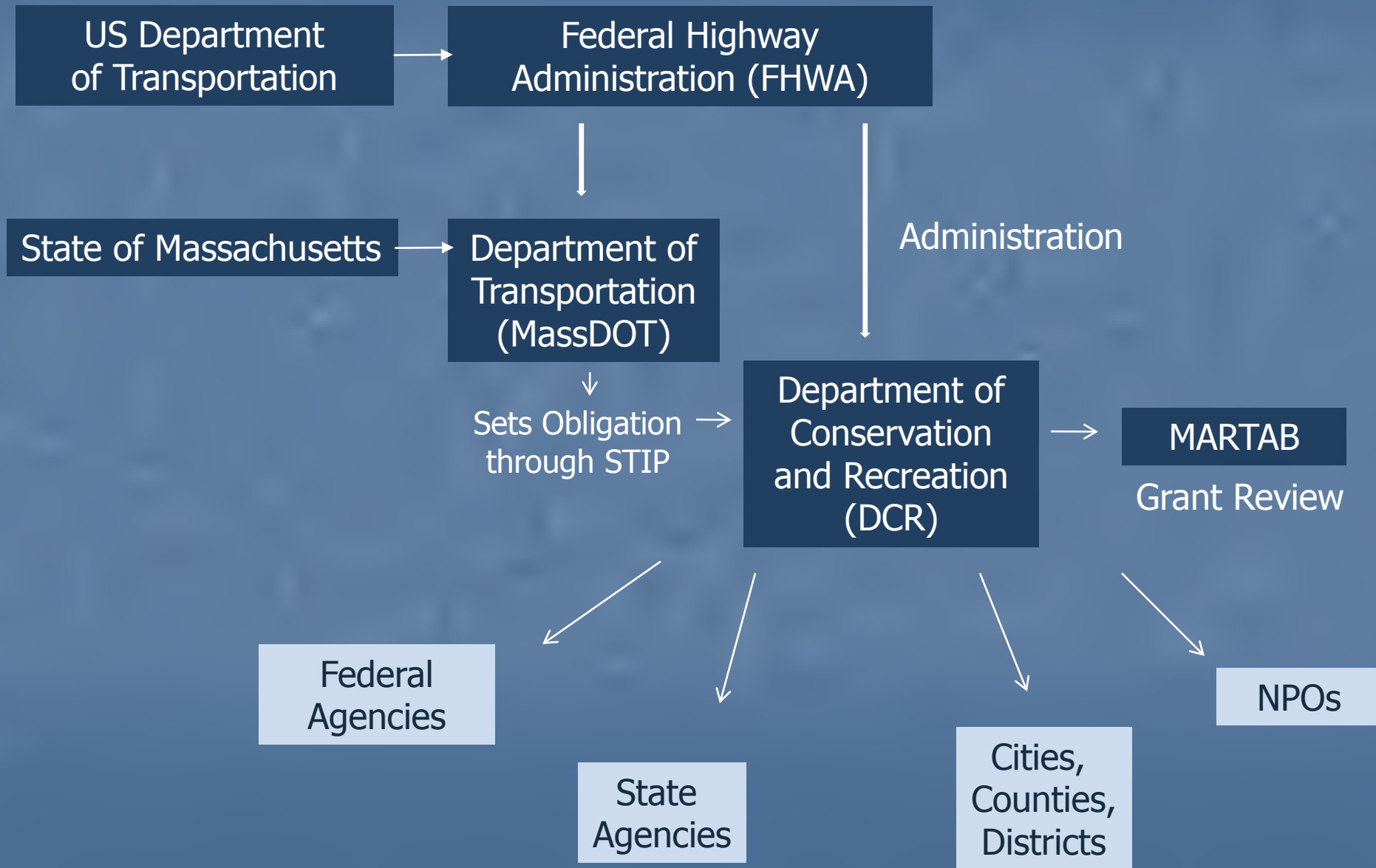
The RTP's Purpose

To develop and maintain recreational trails and trail-related facilities for both non-motorized and motorized recreational trail uses.

(Get trails on-the-ground in Massachusetts)



RTP Authorization & Oversight



RTP Funds

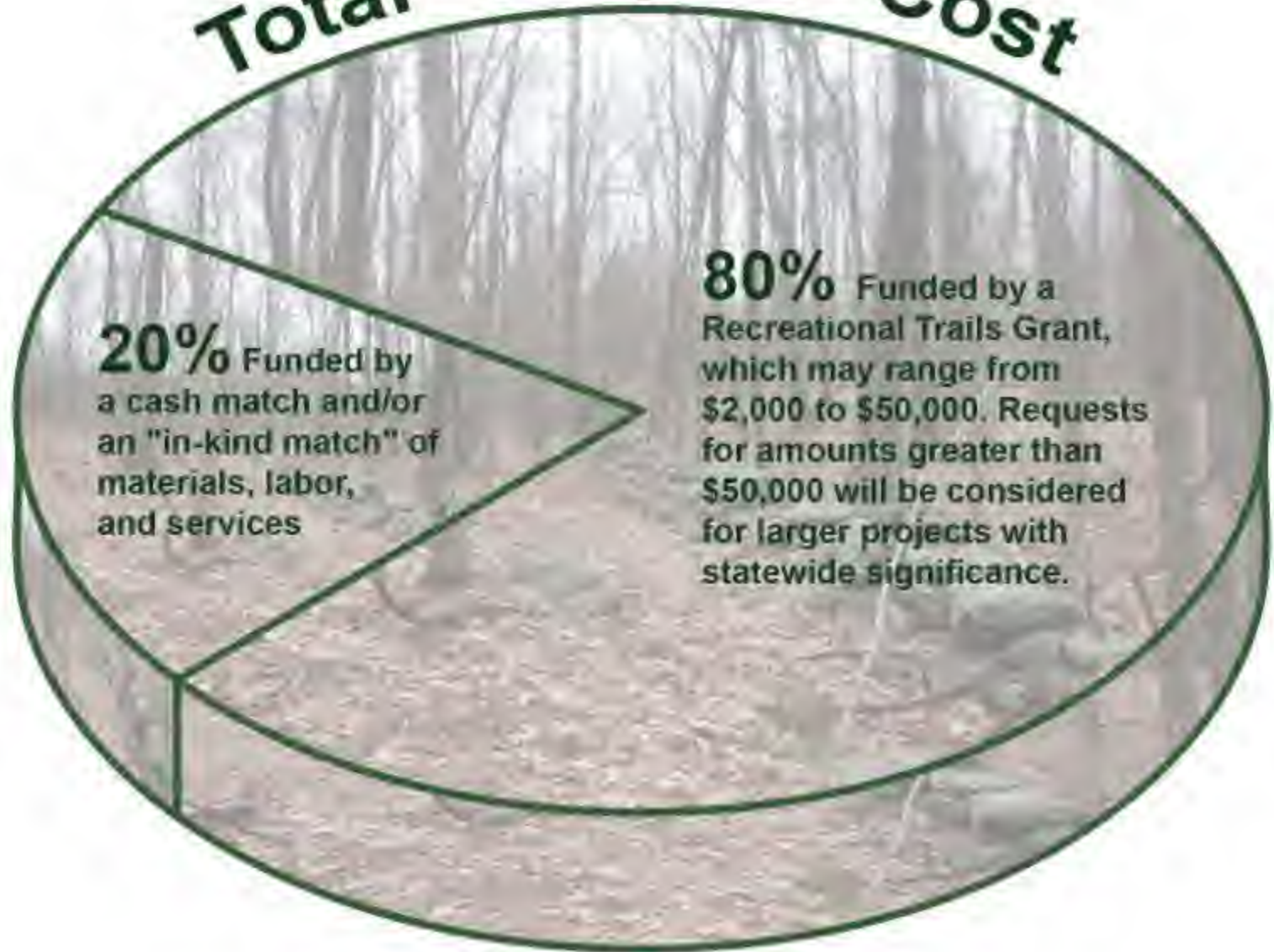
From the Federal Highway Trust Fund

Represents a portion of the motor fuel excise tax
Collected from non-highway recreational fuel use

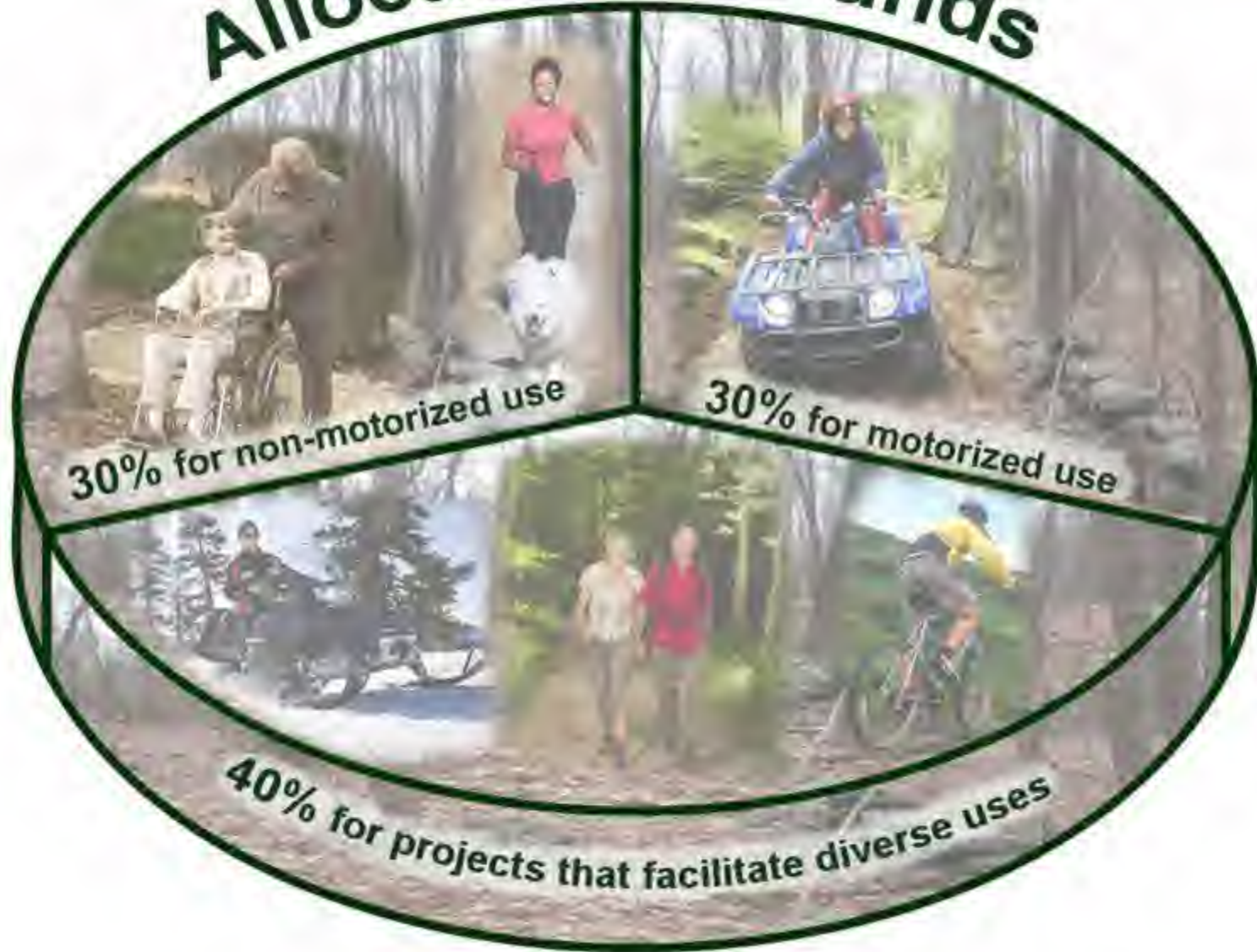
Fuel used for off-highway recreation by snowmobiles,
all-terrain vehicles, off-highway motorcycles,
and off-highway light trucks



Total Project Cost



Allocation of Funds



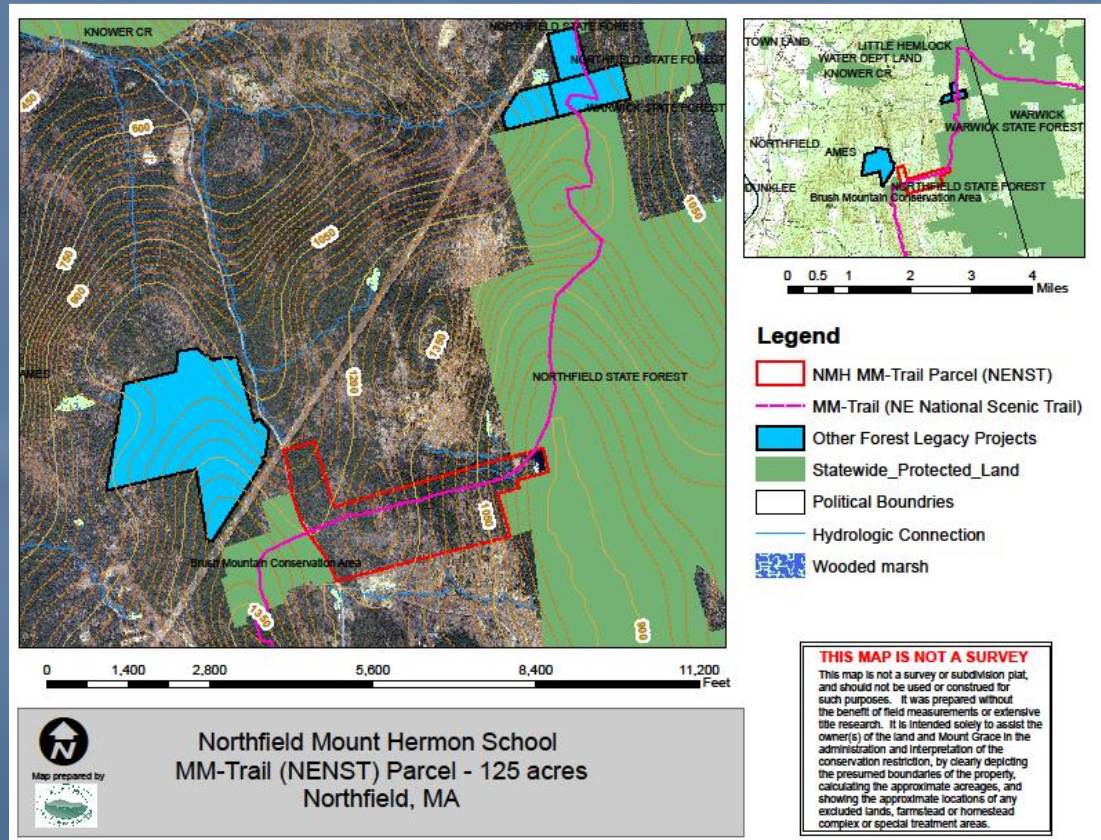
RTP Eligible Projects

- ❖ Construction of new recreational trails.



RTP Eligible Projects

- ❖ Construction of new recreational trails.
- ❖ Acquisition of easements and fee simple title to property for trails and trail corridors.



RTP Eligible Projects

- ❖ Construction of new recreational trails.
- ❖ Acquisition of easements and fee simple title to property for trails and trail corridors.
- ❖ Maintenance and restoration of existing trails.



RTP Eligible Projects

- ❖ Construction of new recreational trails.
- ❖ Acquisition of easements and fee simple title to property for trails and trail corridors.
- ❖ Maintenance and restoration of existing trails.
- ❖ Development and rehabilitation of trailside and trailhead facilities.



RTP Eligible Projects

- ❖ Construction of new recreational trails.
- ❖ Acquisition of easements and fee simple title to property for trails and trail corridors.
- ❖ Maintenance and restoration of existing trails.
- ❖ Development and rehabilitation of trailside and trailhead facilities.



Safety and Etiquette

- Speed limit for all users is 15 mph (24 km/h).
- Motorized vehicles are prohibited, with the exception of motorized wheelchairs.
- Always keep to the right, except to pass.
- Pass on the left, only when safe, and call out or sound a warning signal before passing someone.
- Do not block the path. When stopping, move off the path so other users can pass safely.
- Do not litter.
- Keep dogs leashed and controlled.
- Please respect private property along the Bikeway.

Massachusetts State Laws include:

- Obey all traffic control signs;
- Helmets are required for bicyclists and skaters aged 16 and under;
- A headlamp is required when using the path at night.

The full list of Rules and Regulations is posted in the informational kiosks on the Bikeway.

For Emergencies:
Medical, Police, and Fire: Call 911
To report non-emergencies, contact Falmouth Police:
(508) 457-2527



Shining Sea BIKEWAY
from sea to shining sea

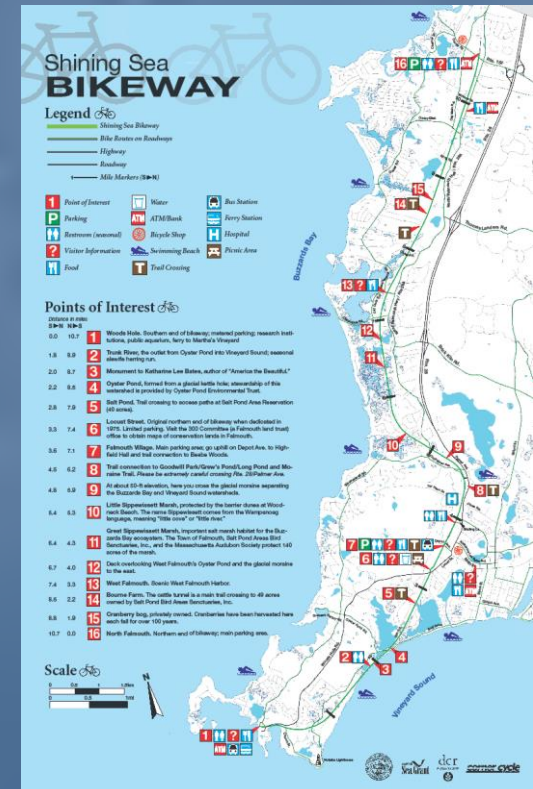


Directions
From Bourne Bridge to Skilway Northern Terminus at County Road, Exit Rte. 26 at Rte. 151. Go west, through traffic light at Rte. 26A. Cross railroad tracks, and turn right into parking lot. To Depot Ave. Bikeway Parking in Falmouth Village. Continue south on Rte. 26 into Falmouth Village. Turn right onto Depot Ave. and parking lot is on left across from bus station.

Trail Management
The Shining Sea Bikeway is maintained by the Town of Falmouth Department of Public Works and the Falmouth Bikeways Committee (bikeways@falmouthmass.us). To volunteer as a bikeway steward, contact the Friends of Falmouth Bikeways (friends@falmouthbikeways.com).

Brochure Credits and Sponsors
Content - Town of Falmouth Bikeways Committee • Stacey Beaulieu, Project Manager • Kathy Sharp Frisbee, Writer • Joanne Briana-Garner, Designer • Bob Shea, Falmouth GIS Coordinator
Consultants - Beth Schwartzman, Geologist • Ivan Valletta, Ecologist
Funded by -





RTP Eligible Projects

- ❖ Construction of new recreational trails.
- ❖ Acquisition of easements and fee simple title to property for trails and trail corridors.
- ❖ Maintenance and restoration of existing trails.
- ❖ Development and rehabilitation of trailside and trailhead facilities.
- ❖ Purchase and lease of trail construction and maintenance equipment



RTP Eligible Projects

Trail Assessments

- ❖ An inventory process that can be used by trail managers to assess a trail to determine compliance with design guidelines and to provide objective information to trail users regarding grade, cross slope, tread width, surface, and obstacles.
- ❖ Allow managers to learn about, monitor and improve trail systems.



RTP Does NOT Fund

- ❖ Condemnation of any kind of interest in property
- ❖ Construction of recreational trails on land where the proposed trail use is not permitted
- ❖ Trails that do not guarantee continuing public access for at least 10 years
- ❖ Feasibility Studies
- ❖ Law Enforcement
- ❖ Roads
- ❖ Sidewalks
- ❖ *Planning

*Planning vs. Engineering

Planning activities including feasibility studies, conceptual designs, alternatives analyses, strategic planning, land protection prioritization and development strategies are ineligible, unless less than 25% of overall project.

Engineering and other activities deemed necessary for construction are eligible, including but not limited to surveying, engineering plans, permitting, cost estimating and development of bid specifications.

If the end result of an activity is a written document or graphic output that is meant to guide decision-making, it is likely a planning document. If the end result allows a project to be quantified, bid and constructed, it can be viewed as an "engineering" activity and thus is eligible.

Suggested Types of Trails for RTP Projects

- Long distance trails
- Rail Trails and Linear Greenways
- Trails that link natural and recreational resources to homes, schools, neighborhoods, and communities.
- Urban trails in densely populated areas with underserved populations.
- Water trails.
- 'Non-traditional' open spaces such as utility and transportation corridors, watershed lands, former industrial sites, and landfills.
- Snowmobile, ATV or off-road motorcycle trails.



Suggested Types of Trails for RTP Projects

Projects that demonstrate creative approaches to trail construction, partnerships, resource protection and stewardship

River Walk
Great Barrington



Suggested Types of Trails for RTP Projects

Provision of features that facilitate trail access and use by persons with disabilities



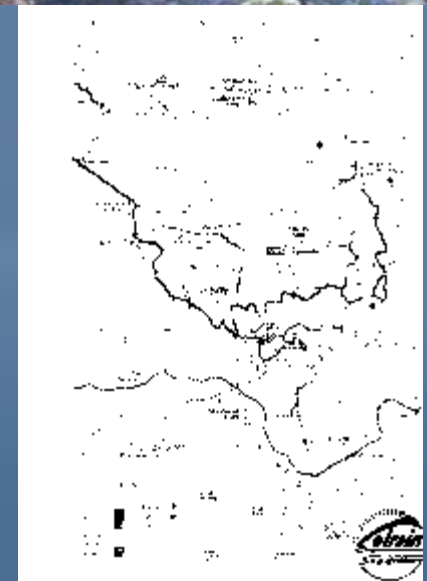
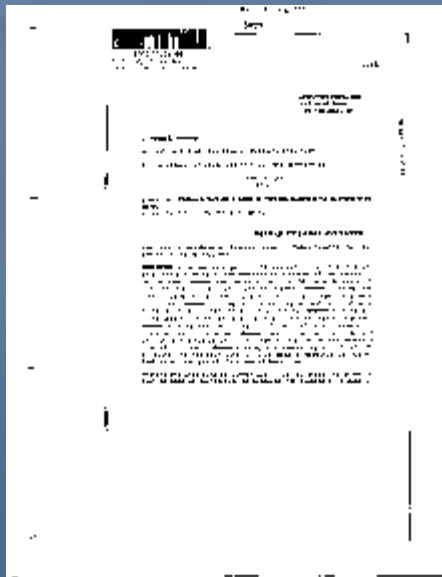
Suggested Types of Trails for RTP Projects

Youth Corps!!!



Examples of RTP Projects

Motorized










Examples of RTP Projects Non-Motorized



RTP Criteria, Application & Review Process

- RTP Criteria
- RTP Application
- Grant Review and Scoring
- Grant Award, Reimbursement Overview

RTP Project Selection Criteria

-  Clearly demonstrates the need for the project, such as satisfying a recreational demand, connecting under-served communities, or solving a significant trails issue.
-  Furthers goals or strategies identified in Commonwealth Connections, or an adopted regional or local plan.
-  Describes a realistic, tangible trails project that can be accomplished in the time given. Has a realistic and appropriate budget.
-  Creates, expands or enhances a trail system, with real and lasting public benefits.
-  Thoroughly considers relevant environmental, social and cultural issues, and minimizes and mitigates impacts to natural and cultural resources.
-  Creates partnerships among trail users, organizations, or agencies.
-  Demonstrates community support for the project.

RTP Grant Application

Recreational Trails Program
2012 Grant Round Application Directions
Four copies of all materials *DUE* (Postmarked by) *October 1, 2011*

Application Checklist

Non-Financial Documents to include:

- ☐ Part I Cover Sheet
- ☐ Part II Narrative (2-3 pages max.)
- ☐ Part III Standard Budget Form
- ☐ Part IV Specifications
- ☐ Part V Supporting Materials
- ☐ Pictures, Drawings, or specifications of any structures to be built, if necessary
- ☐ USGS topographic map(s) with **CLEARLY IDENTIFIED PROJECT LOCATION**
- ☐ GIS or GPS data in the form of shapefile or geodatabase of proposed/existing trail location
- ☐ Assurance of "continuing public access" from landowner, or proof of easement, if necessary
- ☐ Copies of ANY permitting already obtained for project (NHP/SP, Wetlands, Construction, etc.)
- ☐ Appraisal of land to be acquired, if necessary
- ☐ Letter(s) of commitment

Financial Documents to include:

- ☐ "Request for Verification of Taxation Reporting Information" (W-9 Form),
- ☐ "Commonwealth Terms & Conditions,"
- ☐ "Standard Contract"
- ☐ "Signature Verification"
- ☐ "Electronic Funds Transfer Form" with voided check

** Note: A clear summary of the specific tasks to be accomplished, as well as a USGS Topo locus map with the exact location of the project area **MUST** be included in the grant application package in order for the project to be considered for funding!*

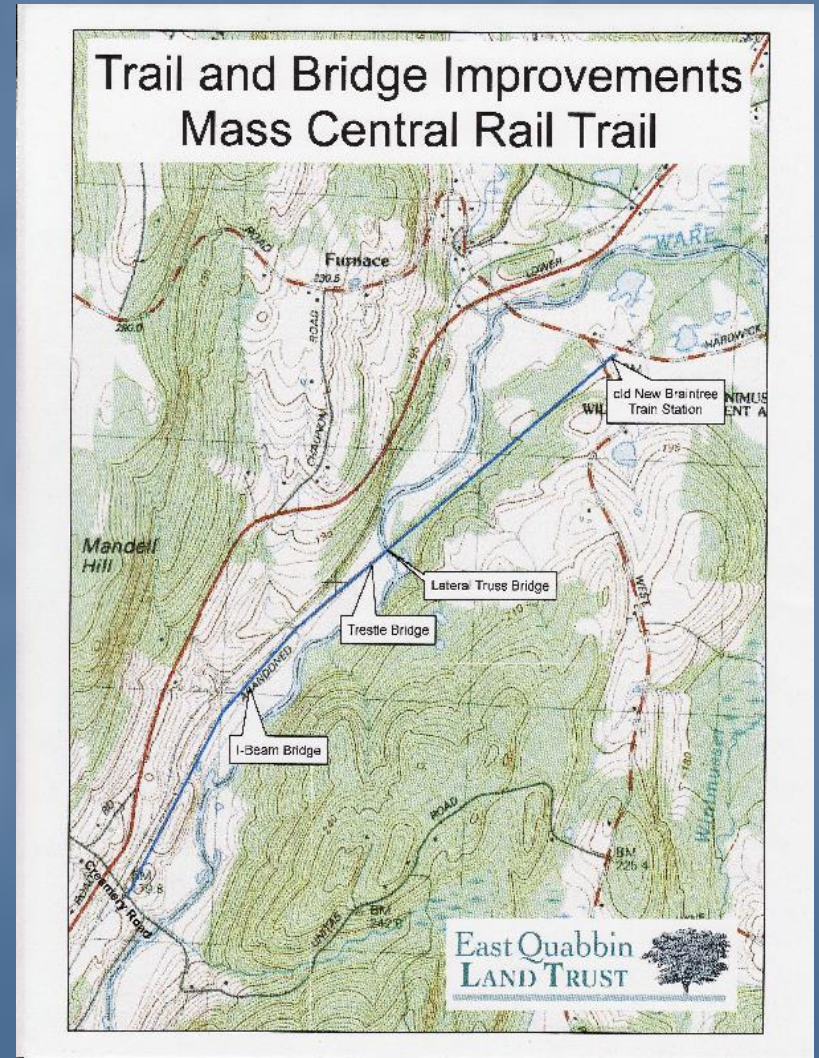
Please complete the application including all documents listed below. Mail four (4) UNBOUND copies of the complete package (and one copy of required financial forms) to:

Amanda Lewis
Department of Conservation and Recreation
136 Damon Road
Northampton, MA 01060

No faxed applications please.

RTP Grant Application *Narrative*

- CLEAR Summary of Specific Tasks
- Recreational/Social Need
- Range of Trail Uses/Users
- Project Support





Note about Match: Since you are preparing your application prior to starting the project, the values of match contributions will probably be estimates. If your project is selected for a grant, the match will need to be documented with invoices, proof of payments, time sheets, site inspection, etc. The documented value of the match must equal at least 20% of the total of each reimbursement request.

RTP Grant Application *Specifications*

Before your project is awarded, it will need to comply with:

- National Environmental Policy Act (NEPA) – Categorical Exclusion
- Section 106 of the National Historic Preservation Act
- Massachusetts Endangered Species Act (MESA)
- Wetland Act (approval from local Conservation Commission)

RTP Grant Application

Supporting Materials

- Photos, Drawings, Diagrams, Plans and Specifications
- Equipment Purchases – special requirements
- MAPS!!!
- Project Time-line: EXPECT 9 MONTHS from Application Due Date
- Assurance of “continuing public access” on project site
- Appraisal (if required)
- Letters of Support/Commitment
- Permitting, if already obtained

RTP Grant Review

Reviewer's Name:									
	C	R	I	T	E	R	I	I	A
ID	need/demand	further goals of plan	realistic/ tangible	budget/value	trail system/linkage	env'l / social / cultural issues	Partnerships	Comm. Support/ Variety of Users	SCORE: 1- 5 (1=no, 5=yes)

RTP Grant Review

Massachusetts Recreational Trail Advisory Board (MARTAB)

- Representative of all trail user groups in Massachusetts
- Makes “recommendations” of RTP grant awards to Governor
- Statewide Trail Initiatives (training, conferences, etc.)



RTP Reimbursement Process

Reimbursement Request Requirements:

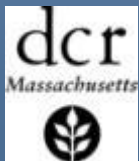
- Reimbursement Request Form
- Invoices/Receipts
- Proof of Payment
- 20% Match for every reimbursement request

Match Requirements:

- Invoices/Receipts: same as reimbursement
- Proof of Payment: same as reimbursement
- Volunteer Timesheets: name, dates, work accomplished, signature
- Donations: Letter from donator indicating value of donation
- Use of equipment: proof of value of equipment and list of tasks accomplished
- Other grants/sources of funds: award letter

RTP Grant Application Process

- Non-Profit Organizations, Municipal, State & Federal Agencies
- Reimbursement Grant Program
- Maximum \$50,000 Award within one Community, Maximum \$100,000 Award for Multi-Community Trails
- Project Time-line: EXPECT 9 MONTHS from Application Due Date
- Applications Due February 1st, 2016



RTP Statewide Trail Education Grants

- ❖ Deadline: February 1, 2015, or on a rolling basis
- ❖ 2-3 projects for \$8,000 to \$10,000
- ❖ Statewide
- ❖ Motorized and non-motorized mix
- ❖ Trail education programs/trainings or publications which address trail safety and/or environmental protection



Additional Funding Opportunities for Trail Protection & Greenway Projects

- LAND, PARC (formerly Self-Help) and Land and Water Conservation Funds
- Forest Legacy
- Transportation Enhancements and Congestion Mitigation and Air Quality (CMAQ) Funds
- Congressional earmarks for High Priority Projects
- Community Preservation Act Funds

Online Resources

- Commonwealth Connections

<http://www.mass.gov/eea/agencies/dcr/services-and-assistance/grants-and-technical-assistance/commonwealth-connections.html>

- DCR Trails Guidelines and Best Practices Manual

<http://www.mass.gov/eea/docs/dcr/stewardship/greenway/docs/dcrguidelines.pdf>

- DCR Greenways and Trails Website

<http://www.mass.gov/eea/agencies/dcr/services-and-assistance/grants-and-technical-assistance/greenways-and-trails-program.html>

For Questions or to apply for a Recreational Trails Grant, Contact:

Amanda Lewis

Recreational Trails Program Coordinator

Department of Conservation and Recreation

413-586-8706 ext. 19

Amanda.lewis@state.ma.us

<http://www.mass.gov/eea/agencies/dcr/services-and-assistance/grants-and-technical-assistance/recreational-trails-grants-program.html>

Get on our mailing list for:



connections

*The newsletter of the Massachusetts
Greenways and Trails Program*