

2016 Grant Application Workshop

Recreational Trails Program (RTP)



Missouri State Parks – a division of the Missouri Department of Natural Resources

Who ya gonna call?



The Grants Management Section

- Dawn Fredrickson, dawn.fredrickson@dnr.mo.gov, 573-751-0848
- Brooke Jameson, brooke.jameson@dnr.mo.gov, 573-751-8462
- Rebecca Young, rebecca.young@dnr.mo.gov, 573-522-8191
- Bonnie Higdon, bonnie.higdon@dnr.mo.gov, 573-751-3442
- OR, when in doubt, lwcf.rtp@dnr.mo.gov



MISSOURI
STATE PARKS

Missouri State Parks – a division of the Missouri Department of Natural Resources

What is RTP?

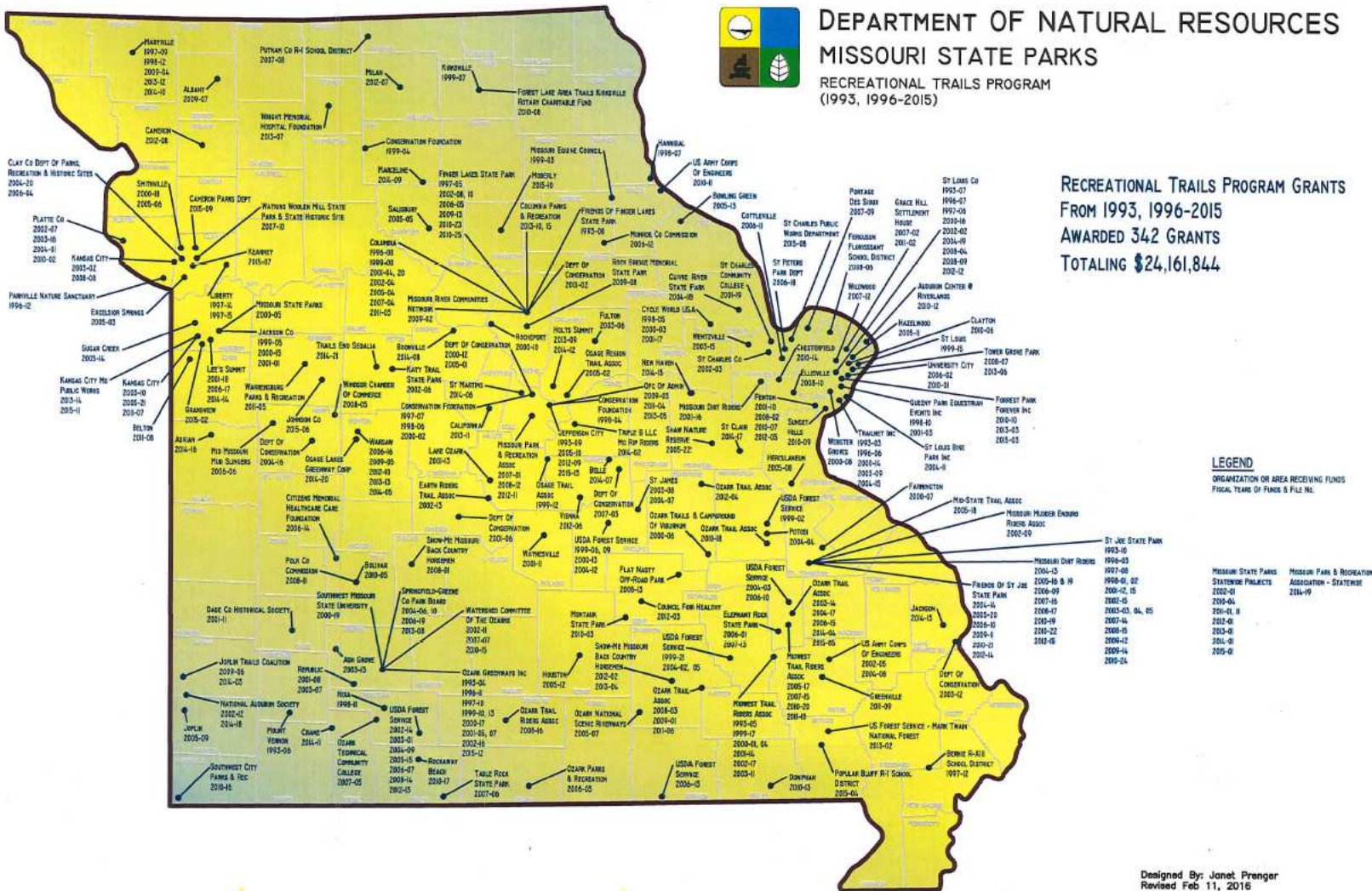
A federal pass-through grant that...

- ...was first created by the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991
 - 1998 Transportation Equity Act for the 21st Century (TEA-21)
 - 2005 Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)
 - 2012 Moving Ahead for Progress in the 21st Century Act (MAP-21)
- ...is administered at the federal level by the Federal Highway Administration
- ...is funded out of the federal Highway Trust Fund, from federal tax on fuel used for nonhighway recreation
- ...provides funds for recreational trails, trail-related facilities and trail-related educational projects



Missouri State Parks – a division of the Missouri Department of Natural Resources

In the 20+ years that Missouri has had RTP funding, over \$24 million has been awarded and over 340 projects have been completed.



Who can apply?



- Local and state governments
- Public and private schools, including colleges and universities
- Not-for-profit organizations such as trail clubs, land trusts, youth groups, etc.
- For-profit organizations and businesses, such as private recreational facilities that are open to the public



Missouri State Parks – a division of the Missouri Department of Natural Resources



**Show me the
money!**

How does the funding work?

- It's a matching grant program
 - Federal share is a max of 80%
 - Applicant share is a minimum of 20%
 - Cash
 - In-kind contributions (labor, equipment)
 - Donations (labor, equipment, materials)
- It's a reimbursable program
 - Gotta spend some to get some
 - Up to four reimbursements a year
- The maximum amount that can be requested is
 - \$150,000 for trail projects
 - \$10,000 for education projects



**We anticipate Missouri's 2016 apportionment
to be between \$1 and \$1.5 million.**

Missouri State Parks – a division of the Missouri Department of Natural Resources

What projects are eligible?

Trail-related:

- Construction of new recreational trails
- Construction of trailside amenities, trailhead facilities and trail connectors
- Acquisition of land or right-of-way easements
- Restoration and repair of existing recreational trails, trailside amenities, trailhead facilities and trail connectors
- Purchase or lease of trail construction and maintenance equipment
- Assessment of trail conditions for accessibility and maintenance



MISSOURI
STATE PARKS

Missouri State Parks – a division of the Missouri Department of Natural Resources

What projects are eligible?

Education-related:

- Training programs related to trail planning, design, construction, operation, etc.
- Trail-related educational materials, including print material, informational displays, informational and/or interpretive signs, audiovisual displays, etc.
- Safety programs that instruct users on safe trail use
- Publications related to trail planning, design, construction, operation, etc.
- Programs for environmental protection of trails



MISSOURI
STATE PARKS

Missouri State Parks – a division of the Missouri Department of Natural Resources

How do I apply?

- Attend a grant application workshop 😊.
- Complete the electronic trail or education application.
- Submit nine copies of the application and supporting documentation to the Grants Management Section.
- Application packets must be postmarked by April 22, 2016.
- Attempt to send in your packets early, so that we can check them to make sure they're complete.
- **Call or email us if you have ANY questions or aren't sure how to fill something out.**



Missouri State Parks – a division of the Missouri Department of Conservation



KEEP
CALM
WE'RE
HERE TO
HELP

What happens after I apply?

- The application packets are sent to the Missouri Trails Advisory Board for scoring.
- The Board will meet on Saturday, May 21, to rank the applications and recommend projects for funding.
- The list of recommended projects will be sent to our Division Director for review and approval in June; also in June, the Grants Management Section will conduct pre-approval site inspections.
- Recommended projects will be submitted to our Department Director and the Federal Highway Administration in July.
- Notice of award letters, project agreements, and regret letters will be sent to the applicants in August.
- Applicants of funded projects will need to attend a mandatory grant administration workshop, to be scheduled in late summer or early fall.
- Applicants have three years to complete their projects; this includes six months to complete the NEPA review.



MISSOURI
STATE PARKS

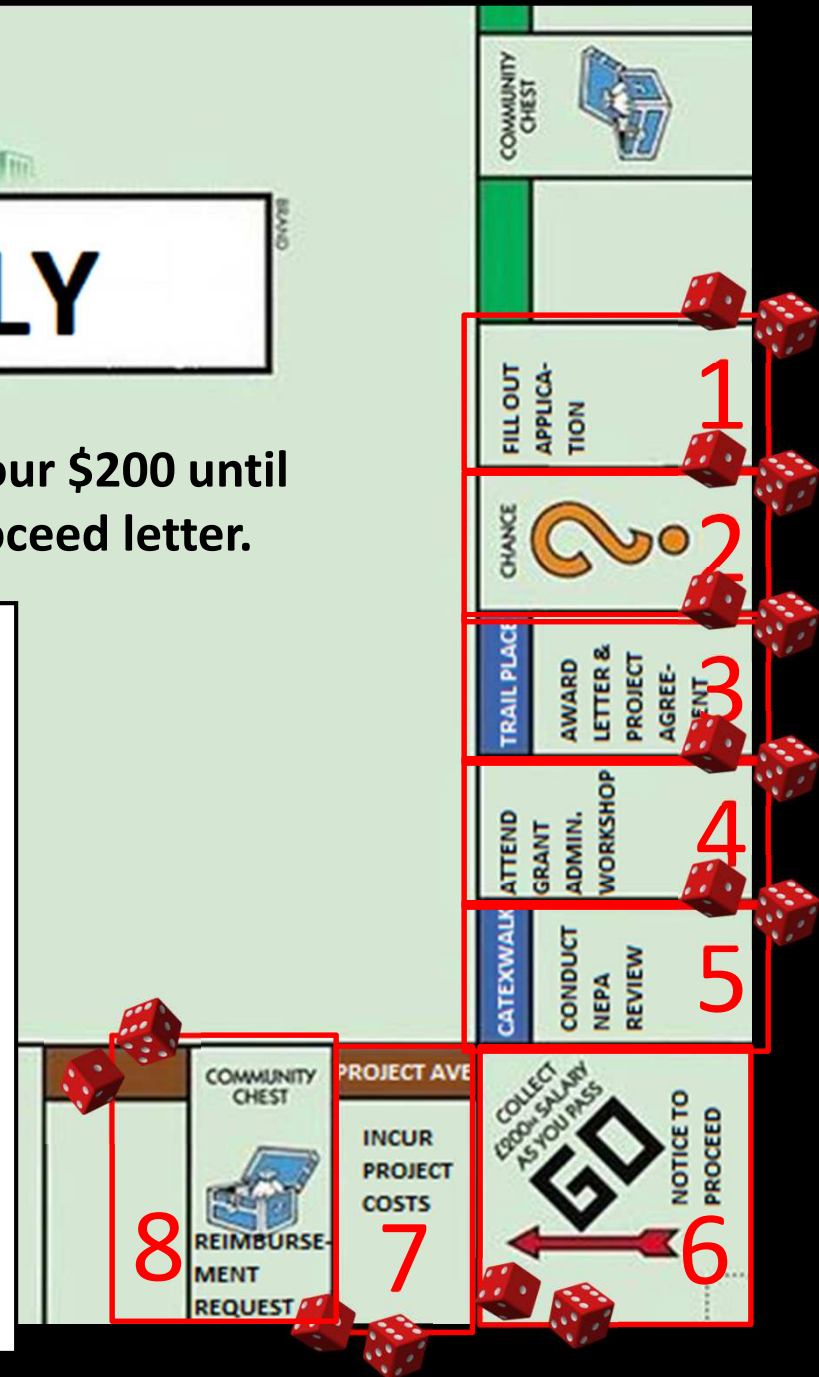
Missouri State Parks – a division of the Missouri Department of Natural Resources



RTPOPOLY

Don't pass GO and collect your \$200 until you receive a Notice to Proceed letter.

1. Complete and submit application packet.
2. MTAB scores, ranks and recommends projects.
3. Project sponsor receives Notice of Award Letter and project agreement.
4. Project sponsor attends mandatory grant administration workshop.
5. Project sponsor conducts NEPA review for Categorical Exclusion determination.
6. Once Categorical Exclusion is determined, project sponsor receives a Notice to Proceed letter.
7. Project sponsor can begin incurring project costs.
8. Project sponsor can make quarterly reimbursement requests.



QUESTIONS 1-9: GENERAL INFORMATION

1. NAME OF AGENCY OR ORGANIZATION REQUESTING GRANT FUNDS

This needs to be the agency or organization who will be administering the grant funds.

ADDRESS

CITY

STATE

ZIP

2. AGENCY/ORGANIZATION DUNS NUMBER

3. APPLICATION PREPARER

Who is preparing the grant application? This will be who we'll call for questions about the application.

APPLICATION PREPARER ADDRESS

CITY

STATE

ZIP

EMAIL ADDRESS

PHONE

FAX

4. PROJECT CONTACT PERSON

This needs to be the person who will be administering the grant, submitting reimbursement requests and quarterly reports.

PROJECT CONTACT ADDRESS

CITY

STATE

ZIP

EMAIL ADDRESS

PHONE

FAX

5. US REPRESENTATIVE

DISTRICT

6. STATE REPRESENTATIVE

DISTRICT

7. STATE SENATOR

DISTRICT

8. REGIONAL PLANNING COUNCIL

9. LOCATION OF PROJECT: COUNTY IN WHICH THE PROJECT IS LOCATED

Also the person who needs to attend the mandatory administration workshop later this summer/fall.

9. LOCATION OF PROJECT: COUNTY IN WHICH THE PROJECT IS LOCATED

CITY OR TOWN IN WHICH THE PROJECT IS LOCATED (If project is not located within city limits, indicate nearest city or town)

TOWNSHIP, RANGE, SECTION

LATITUDE

LONGITUDE

- Provide location information for site-specific projects.
- For non site-specific projects (such as equipment purchases or some types of educational projects), provide location information for the organization/agency.



MISSOURI
STATE PARKS

Missouri State Parks – a division of the Missouri Department of Natural Resources

QUESTIONS 10-12: PROJECT SPONSOR'S BACKGROUND [UP TO 5 POINTS]

10. PROJECT APPLICANT IS:

STATE LOCAL GOVERNMENT FOR-PROFIT NOT-FOR-PROFIT OTHER (Explain) _____

IF NOT-FOR-PROFIT, DOES PROJECT SPONSOR HAVE 501(C)3 TAX EXEMPT STATUS? NO YES (If yes, documentation required. Refer to the Supporting Documentation Checklist.)

11. DESCRIBE PROJECT SPONSOR'S ORGANIZATION:

HOW LONG HAS THE ORGANIZATION BEEN IN EXISTENCE?
(Indicate number of years. If less than a year, give date organization was established.) _____

WHAT IS THE ORGANIZATION'S ANNUAL OPERATING BUDGET? (Please indicate) _____

DOES THE ORGANIZATION EMPLOY FULL-TIME STAFF?
 NO YES (If yes, designate how many) _____

DOES THE ORGANIZATION EMPLOY PART-TIME STAFF?
 NO YES (If yes, designate how many) _____

DOES THE ORGANIZATION HAVE A BOARD WITH OVERSIGHT RESPONSIBILITIES?
 NO YES (If yes, designate how many members) _____

DOES THE ORGANIZATION HAVE VOLUNTEERS?
 NO YES (If yes, designate how many) _____

SUMMARIZE THE ORGANIZATION'S MISSION

12. PREVIOUS PERFORMANCE:

HAS THE PROJECT SPONSOR ADMINISTERED RTP GRANTS IN THE PAST? NO YES (If yes, designate how many) _____

IF YES, DID ANY OF THE GRANT PROJECTS REQUIRE EXTENSIONS TO BE COMPLETED? NO YES (If yes, designate how many projects) _____

HAS THE SPONSOR HAD TO WITHDRAW A PREVIOUS RTP PROJECT AND DE-OBLIGATE FUNDING? NO YES (If yes, indicate year) _____

DOES THE SPONSOR HAVE ANY ACTIVE RTP GRANTS STILL PENDING? NO YES (If yes, indicate how many and what year the projects were awarded)

PLEASE INDICATE IF THE PROJECT SPONSOR HAS PREVIOUS EXPERIENCE COMPLETING THIS TYPE OF PROJECT.

QUESTIONS 13-19: PROJECT DESCRIPTION [UP TO 25 POINTS]

13. PROJECT CATEGORY IS: (Please select one)

- NON-MOTORIZED SINGLE USE (1 point)
- NON-MOTORIZED DIVERSE USE (2 points)
- BOTH NON-MOTORIZED & MOTORIZED DIVERSE USE (3 points)
- MOTORIZED SINGLE USE (4 points)
- MOTORIZED DIVERSE USE (5 points)



Non-motorized single use

QUESTIONS 13-19: PROJECT DESCRIPTION [UP TO 25 POINTS]

13. PROJECT CATEGORY IS: (Please select one)

- NON-MOTORIZED SINGLE USE [1 point]
- NON-MOTORIZED DIVERSE USE [2 points]
- BOTH NON-MOTORIZED & MOTORIZED DIVERSE USE [3 points]
- MOTORIZED SINGLE USE [4 points]
- MOTORIZED DIVERSE USE [5 points]



Non-motorized diverse use

QUESTIONS 13-19: PROJECT DESCRIPTION [UP TO 25 POINTS]

13. PROJECT CATEGORY IS: (Please select one)

- NON-MOTORIZED SINGLE USE [1 point]
- NON-MOTORIZED DIVERSE USE [2 points]
- BOTH NON-MOTORIZED & MOTORIZED DIVERSE USE [3 points]
- MOTORIZED SINGLE USE [4 points]
- MOTORIZED DIVERSE USE [5 points]

Non-motorized and motorized diverse use



QUESTIONS 13-19: PROJECT DESCRIPTION [UP TO 25 POINTS]

13. PROJECT CATEGORY IS: (Please select one)

- NON-MOTORIZED SINGLE USE [1 point]
- NON-MOTORIZED DIVERSE USE [2 points]
- BOTH NON-MOTORIZED & MOTORIZED DIVERSE USE [3 points]
- MOTORIZED SINGLE USE [4 points]
- MOTORIZED DIVERSE USE [5 points]

Non-motorized and motorized diverse use



QUESTIONS 13-19: PROJECT DESCRIPTION [UP TO 25 POINTS]

13. PROJECT CATEGORY IS: (Please select one)

- NON-MOTORIZED SINGLE USE [1 point]
- NON-MOTORIZED DIVERSE USE [2 points]
- BOTH NON-MOTORIZED & MOTORIZED DIVERSE USE [3 points]
- MOTORIZED SINGLE USE [4 points]
- MOTORIZED DIVERSE USE [5 points]



Motorized single use

QUESTIONS 13-19: PROJECT DESCRIPTION [UP TO 25 POINTS]

13. PROJECT CATEGORY IS: (Please select one)

- NON-MOTORIZED SINGLE USE [1 point]
- NON-MOTORIZED DIVERSE USE [2 points]
- BOTH NON-MOTORIZED & MOTORIZED DIVERSE USE [3 points]
- MOTORIZED SINGLE USE [4 points]
- MOTORIZED DIVERSE USE [5 points]



Motorized diverse use

14. PROJECT TYPE IS: (Check either new development OR rehabilitation/repair AND property and equipment acquisition, if applicable)

- NEW DEVELOPMENT (if 60% of total project costs) (If new development, indicate subtype below; check all that apply) **EITHER/OR** REHABILITATION/REPAIR (if 60% of total project costs) (If rehab/repair, indicate subtype below; check all that apply)
- NEW TRAIL CONSTRUCTION
 - NEW TRAILSIDE AND/OR TRAILHEAD AMENITIES
 - NEW TRAIL CONNECTOR(S) TO EXISTING TRAIL(S)
 - PROPERTY/EASEMENT ACQUISITION OR LEASE FOR TRAIL DEVELOPMENT
 - REHABILITATION/REPAIR OF EXISTING TRAIL(S)
 - REHABILITATION/REPAIR OF EXISTING AMENITIES
 - REHABILITATION/REPAIR OF EXISTING CONNECTORS
 - PURCHASE/LEASE OF TRAIL CONSTRUCTION/ MAINTENANCE EQUIPMENT*

For projects that include the purchase of trail construction/maintenance equipment, also complete the supplemental sheet on page 9 of the application.

15. PROJECT WILL BE CONSTRUCTED ON (for trail-related construction/rehabilitation projects): PUBLIC LAND PRIVATE LAND COMBINATION

16. INDICATE IF PROJECT SPONSOR OWNS, LEASES OR HAS ACCESS TO PROJECT LAND (Check all that apply)

- OWN
- LEASE
- PERMANENT TRAIL EASEMENT
- TEMPORARY CONSTRUCTION EASEMENT

*Additional documentation required. Refer to Supporting Documentation Checklist in the

Supporting documentation includes:

- Letter of support
- MOA
- Proof of ownership or lease/easement

17. INTENDED USES OF THIS PROJECT: (Check all that apply)

- BICYCLING
- WALKING/JOGGING
- HIKING
- BACKPACKING
- EQUESTRIAN
- CANOEING/KAYAKING
- MOTORIZED BOATING
- ATV (FOUR-WHEEL) USE
- MOTOCROSS/MOTORCYCLE USE
- OFF-ROAD VEHICLE USE
- OTHER (Please specify)

18. PROJECT TITLE

- **What will this grant request fund?**
 - **What is being constructed, rehabilitated/repaired, and/or acquired?**
 - **What phase?**
- **How is this project beneficial and what will it provide to users?**
- **Are there unique features or aspects to this project?**
- **Is there an urgency to completing this project?**



Use your Jedi powers of persuasion to sell this project!

QUESTIONS 20-26: PROJECT PLANNING, IMPLEMENTATION AND COMPLETION [UP TO 25 POINTS]

20. HOW DOES THIS PROJECT MEET A NEED IDENTIFIED IN THE STATEWIDE COMPREHENSIVE OUTDOOR RECREATION PLAN (SCORP) AND/OR A LOCAL OR REGIONAL MASTER PLAN?

<https://mostateparks.com/page/55072/facts-and-figures#scorp>

21. DID THE PROJECT SPONSOR SOLICIT PUBLIC OPINION CONCERNING THIS PROJECT WITHIN THE PAST 12 MONTHS?

YES (If yes, describe how and provide the documentation outlined in the Supporting Documentation Checklist)

NO (If no, indicate if the public will be given opportunity to comment and how)

Supporting documentation includes:

- **Proof of public involvement**

22. DOES THE PROJECT ADDRESS AMERICANS WITH DISABILITIES (ADA) ACT AND/OR ARCHITECTURAL BARRIERS ACT (ABA) GUIDELINES?

NO (If no, please indicate why)

YES (If yes, please describe how)

Trail considerations:

- Surface
- Tread obstacles
- Tread width
- Passing spaces
- Slope

Outdoor structures and built features:

- Parking areas
- Access routes
- Restrooms
- Water fountains
- Benches, trash receptacles, picnic tables, signs, etc.

<https://www.access-board.gov/guidelines-and-standards/recreation-facilities/outdoor-developed-areas/a-summary-of-accessibility-standards-for-federal-outdoor-developed-areas>

23. FOR NEW DEVELOPMENT, INDICATE RECOMMENDED STANDARDS/GUIDELINES BEING USED.

Start early, considering how to avoid impacts to:

- Cultural, historical and/or archaeological
 - <http://dnr.mo.gov/shpo/sectionrev.htm>
- Threatened or endangered species
- Wetlands or streams
- Water quality
- Floodplains
- Air quality
- Farmlands
- Wild and Scenic Rivers
- Lands protected under the Land & Water Conservation Fund (LWCF) Act – Section 6(f)(3)

Other considerations:

- Elements that increase sustainability
 - Native landscaping
 - Erosion control
 - Minimize stormwater runoff
 - Use of recycled materials
- Elements that increase user safety

25. FOR CONSTRUCTION AND/OR REHABILITATION/REPAIR PROJECTS, INDICATE WHO WILL BE DOING WHAT WORK.

26. WHAT ASSURANCES CAN THE PROJECT SPONSOR PROVIDE THAT THERE IS ADEQUATE FUNDING AND MANPOWER TO

QUESTION 27: PROJECT MAINTENANCE AND MANAGEMENT [UP TO 10 POINTS]

27. PROVIDE A DETAILED POST-COMPLETION PLAN OF HOW THE PROJECT WILL BE MANAGED AND MAINTAINED FOR 25 Y

Long-term maintenance plan:

- **Routine maintenance – who does it and how often?**
- **Public access – is there sufficient funding and manpower to ensure access for 25 years?**
- **Post-completion operation – how will user safety and project sustainability be ensured?**

Supporting documentation includes:

- **Letters of commitment or intent to donate from partners.**
- **Letter of support from state or federal agency, if project is on public land.**
- **Memorandum of agreement, if project is on public land.**
- **Financial assurance letter.**
- **Resolution ensuring commitment to public access for 25 years.**
- **Proof of ownership or access.**

QUESTIONS 28-29: PARTNERSHIPS AND DONATIONS [UP TO 7 POINTS]

28. WILL QUALIFIED YOUTH CONSERVATION OR SERVICE CORPS BE INVOLVED WITH THE PROJECT?

NO

YES (If yes, indicate what group or groups and in what aspect of the project they will be assisting)

Empty text box for providing details if the answer is YES.



Missouri State Parks – a division of the



29. LIST ANY CONTRIBUTING PARTNERS OR DONORS INVOLVED WITH THIS PROJECT AND THEIR INTENDED CONTRIBUTIONS.
(A letter of intent to donate from each donor must accompany the application packet; see Supporting Documentation Checklist in the application guide.)

DONORS		CONTRIBUTION	
A.		A.	
B.		B.	
C.		C.	
D.		D.	
E.		E.	
F.		F.	
G.		G.	
H.		H.	
I.		I.	
J.		J.	

Supporting documentation includes:

- Letters of commitment or intent to donate from donors/partners who are providing labor, materials or funding.
- Letters of intent to donate land.

QUESTION 30-31: PROJECT BUDGET ESTIMATE AND BUDGET DETAILS [UP TO 8 POINTS]

30. FOR EACH COST CATEGORY, FILL OUT THE BELOW BUDGET TABLE WITH THE GRANT AMOUNT REQUESTED AND THE MATCHING AMOUNT PROVIDED BY THE PROJECT SPONSOR AND/OR DONOR. (Use whole dollar amounts only. The maximum grant request is \$150,000, and the minimum match percentage is 20%.)

To determine percent of matching funds:

- a. Add the applicant match and the donor match amounts for the total matching funds.
- b. Divide the total matching funds by the total project cost. This will give the percentage of matching funds.
- c. Indicate matching funds percentage here: 25%

MATCHING FUNDS POINT VALUES	
% Match	Points
40% and up	8
30% to 39%	5
20% to 29%	2

COST CATEGORY	GRANT REQUEST	MATCHING FUNDS		TOTAL PROJECT COST
		PROJECT SPONSOR	DONATION (by 3rd party)	
1. Labor	\$ 10000	\$ 25000	\$ 1000	\$ 36000
2. Materials	\$ 50000	\$	\$ 6000	\$ 56000
3. Equipment Purchase/Lease	\$ 40000	\$	\$	\$ 40000
4. Trailhead/Trailside Amenities	\$ 47500	\$	\$	\$ 47500
5. Land/Easement Acquisition	\$	\$	\$	\$ 0
6. Planning/Engineering/Environmental Review (≤ 10% of total project cost)	\$	\$ 15000	\$	\$ 15000
7. Signage	\$ 2500	\$	\$	\$ 2500
8. Equipment Use	\$	\$ 2000	\$	\$ 2000
9. Other (Please specify) _____	\$	\$	\$	\$ 0
10. Other (Please specify) _____	\$	\$	\$	\$ 0
TOTALS	\$ 150000 (Not to exceed \$150,000)	\$ 42000	\$ 7000	\$ 199000



Missouri State Parks – a division of the Missouri Department of Natural Resources

USE WHOLE DOLLAR AMOUNTS

In-house labor - 2 heavy equipment operators at \$xx an hour/xxx hours = \$xxxx; 4 carpenters at \$xx an hour/xx hours = \$xxxx; 4-member trail crew at \$xx an hour/\$xxx hours = \$xxxx.

Donated labor - xx volunteers to do finish work and landscaping at \$10 an hour/xx hours = \$xxx; professional welder to volunteer services to weld bridge supports at \$xx an hour = \$xxx.

Contracted labor - construction company to construct parking lot, restroom, bridge and trailside shelter = \$xx,xxx (don't specify vendor; contract labor must be competitively bid).

Materials - xxx sq. ft. of lumber for bridge decking at \$xx/sq. ft. = \$xxxx; 1" rebar at \$xx/ft. = \$xxx; structural steel tubing at \$xxx/ft. = \$xxxx; xx cubic yards of concrete at \$xx/cubic yard = \$xxxx; xxx cubic yards of asphalt at \$xx/cubic yard at \$xx,xxx; xxx ton of base rock at \$x/ton = \$xxx; x ton of crushed limestone at \$x/ton = \$xxx.

Equipment purchase (don't specify brand names; equipment purchase must be competitively bid) - 15"-16" wide compact track loader = \$xx,xxx.

Trailhead/trailside amenities - prefabricated double-occupancy ADA vault toilet = \$xx,xxx; xx sq. feet of lumber for trailhead kiosk at \$xx/sq. ft. = \$xxx; xxx sq. feet of lumber for trailhead shelter at \$xx/sq. ft. = \$xxxxx; three recycled plastic benches at \$xxx/bench = \$xxxxx; 5 picnic tables at \$xxx/table = \$xxxx.

Planning/Engineering/Environmental Review - contracted trail design = \$xxxx; contracted bridge design = \$xxxx; archaeological survey = \$xxxx.

Signage - interpretive sign for kiosk = \$xxxx; directional signs and blazes = \$xxx.

Equipment use - use of bulldozer at \$xx/hr by xxx hours = \$xxxx; use of track loader at \$xx/hr by xxx hours = \$xxxx.

Eligible Costs

Grant Request	Sponsor Match
<p>Labor – contract labor and new staff specifically hired to complete project tasks that would not be accomplished otherwise. Contract labor must be competitively bid.</p>	<p>Labor – in-house (current hourly wage) and volunteer labor (\$10/hour or at normal wage rate, for professional services).</p>
<p>Materials – federal Buy America provisions may apply.</p>	<p>Materials – federal Buy America provisions may apply.</p>
<p>Equipment purchase or lease of trail construction or trail maintenance equipment. Includes motorized equipment such as mowers, heavy equipment and all-terrain vehicles, if predominantly used for trail purposes. Federal Buy America provisions may apply. Equipment purchase must be competitively bid.</p>	<p>Equipment purchase or lease of trail construction or trail maintenance equipment. Includes motorized equipment such as mowers, heavy equipment and all-terrain vehicles, if predominantly used for trail purposes. Federal Buy America provisions may apply. Equipment purchase must be competitively bid.</p>
<p>Land/easement acquisition – can't be through eminent domain and must comply with the Uniform Act of 1970, as amended. Can't take title to property or easement until after receiving Notice to Proceed.</p>	<p>Land/easement acquisition – can't be through eminent domain and must comply with the Uniform Act of 1970, as amended. The value of newly acquired or newly donated land can be used as match if it was acquired specifically for the trail project.</p>
<p>Planning/Engineering/Environmental Review – can't exceed more than 10% of total grant request.</p>	<p>Planning/Engineering/Environmental Review Costs incurred up to 18 months prior to project approval can be used as match.</p>
<p>Signage Use/operation of equipment – use FEMA's 2015 Schedule of Rates.</p>	<p>Signage Use/operation of equipment – use FEMA's 2015 Schedule of Rates.</p>
<p>Print publications such as trail brochures.</p>	<p>Print publications such as trail brochures.</p>

QUESTION 32: PREVIOUS RTP APPLICANT [5 POINTS]

32. DID THE PROJECT SPONSOR RECEIVE A RTP GRANT LAST YEAR?

NO [5 points]

YES [0 points]

QUESTION 33: RTP APPLICATION WORKSHOP ATTENDANCE [5 POINTS]

33. DID THE PROJECT SPONSOR ATTEND A RTP GRANT APPLICATION WORKSHOP THIS YEAR?

NO [0 points]

YES [5 points]

DISCRETIONARY BOARD MEMBER CRITERIA [UP TO 10 POINTS]

CONSISTENT WITH RTP REQUIREMENTS, THE EIGHT-MEMBER MISSOURI TRAILS ADVISORY BOARD (MTAB) REVIEWS AND SCORES THE RTP GRANT APPLICATIONS. BOARD MEMBERS MAY AWARD THE PROJECT ADDITIONAL POINTS BASED UPON THEIR SUBJECTIVE EVALUATION OF THE APPLICATION.

SUPPORTING DOCUMENTATION CHECKLIST

USE THE BELOW CHECKLIST TO ENSURE THE PROJECT APPLICATION IS COMPLETE. (For information specific to each item, refer to the 2016 RTP Application Guide)

GENERAL LOCATION MAP*

SIGNED MEMORANDUM OF AGREEMENT*

SPECIFIC LOCATION MAP*

TAX EXEMPT LETTER

TOPOGRAPHIC MAP WITH PROJECT SITE PLAN*

FINANCIAL ASSURANCE LETTER

AERIAL PHOTO WITH PROJECT SITE PLAN*

RESOLUTION

SCHEMATIC PLAN*

INTENT TO LEASE/SELL/DONATE LETTER*

SIGNED LETTERS OF COMMITMENT OR INTENT TO DONATE

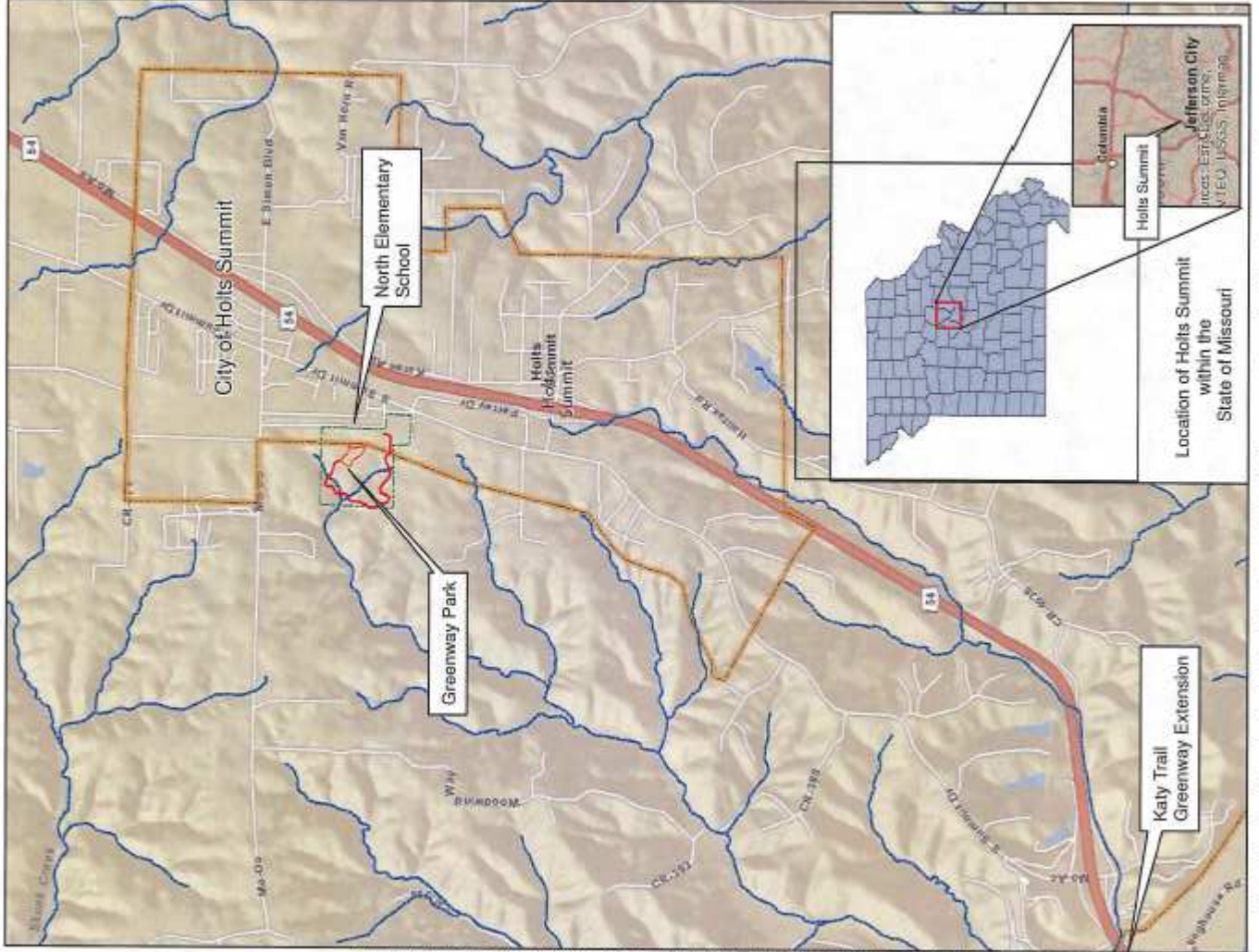
PROOF OF LAND OWNERSHIP OR LEASEHOLDER/EASEMENT RIGHTS

SIGNED LETTER OF SUPPORT

PROOF OF PUBLIC INVOLVEMENT

*Not needed for projects only for the purpose of purchasing trail construction/maintenance equipment.

General Location Map



Note: No sites listed on the National Register of Historic Places are located within the extent of this map.

Greenway Park, Holt's Summit, MO Holt's Summit Trail Connection Project - Phase 2



Legend

Trails

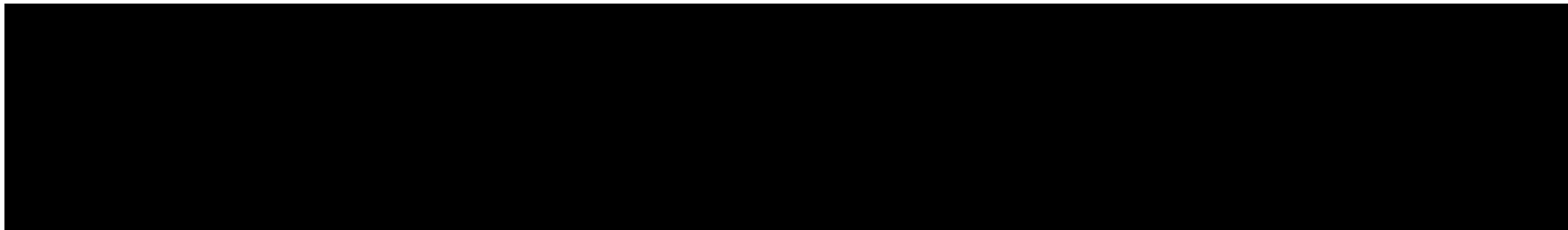
- Holt's Summit Trail Connection Project - Phase 1
- Proposed ADA Hard Surface Trail (2000 L.F.)
- Proposed Aggregate Nature Trail (4000 L.F.)

Index Contours

Streams

250 125 0 250
Feet

SKW
SKATERRA, NJNIE & WARREN, INC.

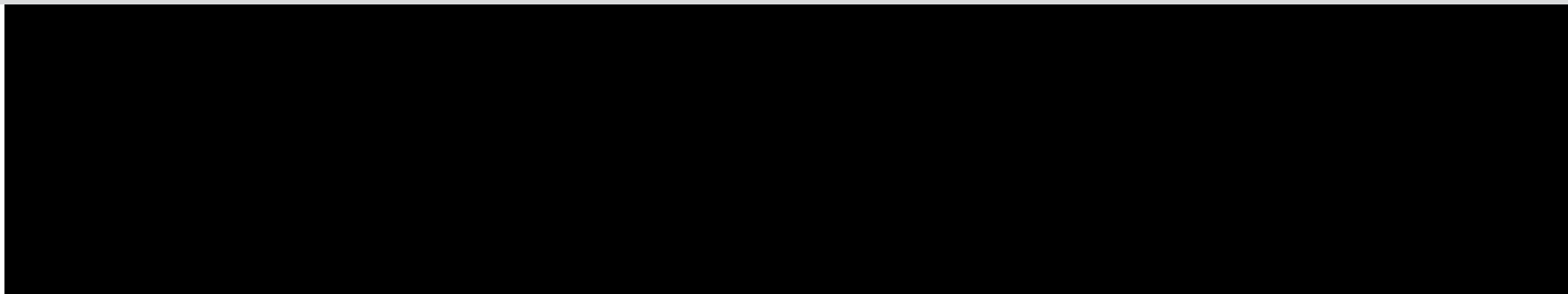


CERTIFICATION OF RESPONSIBLE PERSON

A RESPONSIBLE OFFICIAL FROM THE SPONSORING ORGANIZATION MUST SIGN AND DATE THE APPLICATION. APPLICATIONS WITHOUT SIGNATURE WILL NOT BE SCORED.

"I hereby certify that the information contained in this application packet is true and correct to the best of my knowledge. I understand that the application will be rated solely on the information provided on the application and in the enclosed supporting documentation. The submission of incorrect information and the lack of required documentation can result in this application being withdrawn from consideration for funding."

SIGNATURE	TITLE
PRINTED NAME	DATE



MISSOURI
STATE PARKS

Missouri State Parks – a division of the Missouri Department of Natural Resources

SUPPLEMENTAL SHEET – EQUIPMENT PURCHASE FOR TRAIL-RELATED PROJECTS

1. HAS THE PROJECT SPONSOR RECEIVED PREVIOUS RTP FUNDS TO PURCHASE EQUIPMENT AND/OR EQUIPMENT PARTS/ATTACHMENTS?

- NO (If no, skip to question 6) YES (if yes, go to question 2)

2. IF YES, PLEASE PROVIDE THE FOLLOWING INFORMATION:

THE PROJECT NUMBER ASSIGNED TO EACH PROJECT THAT INCLUDED PURCHASE OF EQUIPMENT OR PARTS/ATTACHMENTS.

A DESCRIPTION OF EACH PIECE OF EQUIPMENT OR PART/ATTACHMENT AND ITS MILEAGE OR ESTIMATED HOURS OF USE.

[Empty table area for project information]

[Empty table area for equipment description]

RECREATIONAL TRAILS PROGRAM
PROJECT AGREEMENT
BETWEEN THE STATE OF MISSOURI
AND A STATE AGENCY, POLITICAL SUBDIVISION,
OR ORGANIZATION

PROJECT SPONSOR

Acme Park
PROJECT TITLE

No Name Trail

PROJECT NUMBER

2013-72



MISSOURI
STATE PARKS

Missouri State Parks – a division of the Missouri Department of Natural Resources

3. IS THIS RTP GRANT REQUEST FOR REPLACEMENT OF EQUIPMENT OR PARTS/ATTACHMENTS PREVIOUSLY PURCHASED WITH RTP FUNDS?

- NO (If no, skip to question 6) YES (If yes, go to question 4)

4. IF YES, WILL THE OLD EQUIPMENT BE SOLD AND THE REVENUE USED TO OFFSET THE PURCHASE OF THE NEW EQUIPMENT?

- NO (If no, skip to question 6) YES (If yes, go to question 5)

5. IF YES, CALCULATE THE NET PURCHASE VALUE OF THE NEW EQUIPMENT BY SUBTRACTING THE ESTIMATED TRADE VALUE OF THE OLD EQUIPMENT FROM THE PURCHASE PRICE OF THE NEW EQUIPMENT:

New equipment purchase price \$ 10500 - Trade value of old equipment \$ 2500 = Net purchase value \$ 8000

6. DESCRIBE THE NEW EQUIPMENT OR PARTS/ATTACHMENTS IN DETAIL (Include what type of equipment or part/attachment it is, whether or not it is motorized, etc.)

[Empty text area for describing the new equipment or parts/attachments]



MISSOURI
STATE PARKS

Missouri State Parks – a division of the Missouri Department of Natural Resources

7. DESCRIBE HOW THE NEW EQUIPMENT OR PARTS/ATTACHMENTS WILL IMPROVE TRAIL FACILITIES AND BENEFIT TRAIL USERS.

8. WHAT ASSURANCES CAN THE PROJECT SPONSOR PROVIDE THAT THE EQUIPMENT OR PART/ATTACHMENT WILL BE STORED ADEQUATELY AND MAINTAINED IN GOOD REPAIR FOR ITS USEFUL LIFE? (Please include a maintenance schedule)



MISSOURI
STATE PARKS

Missouri State Parks – a division of the Missouri Department of Natural Resources

You mean there's more?

Other grant opportunities

- **Transportation Alternatives Program (TAP) through the Missouri Department of Transportation (MoDOT)**
 - Have not yet opened grant round for 2016, but bookmark 2014 page (http://www.modot.org/design/2014TAP_hm_MMtmp14ee2a90/2014TAP.htm)
 - Typical projects include sidewalk improvements, trail construction, historic transportation facilities, scenic overlooks, outdoor advertising management, bike lanes, etc.
- **Scrap Tire Surface Material Grant Program through the Missouri Department of Natural Resources (DNR)**
 - Applications due March 18 (<http://dnr.mo.gov/env/swmp/tires/tirefinassistance.htm>).
 - Non-playground scrap tire surface material available for running tracks, walking trails, equine riding areas, and other similar projects.
 - Can be used as match to RTP.



MISSOURI
STATE PARKS

Missouri State Parks – a division of the Missouri Department of Natural Resources



Missouri State Parks – a division of the Missouri Department of Natural Resources