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| **State Recreational Trails (SRT) Program Application**  Please review the *Notice of Funding Opportunity (NOFO)* and *Iowa Administrative Rules 761—165 Recreational Trails Program* before completing this application. Both are posted on the program website at:  <https://iowadot.gov/modes-travel/trails/federal-state-recreational-trails>  An application is not complete unless all required items are submitted. Review the **NOFO** and **Part F Checklist and Certification** for the complete list of requirements. | | | | | | | |
| Part A – project sponsor Information | | | | | | | |
| Project Sponsor: | |  | | | | | |
| Contact Name: | |  | | **Contact Title:** | |  | |
| Email Address: | |  | | | | | |
| Street Address: | |  | | | | | |
| **City:** |  | | **Zip Code:** |  | Phone Number: | |  |

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| **Part b – project INFORMATION** | | |
| **Project Title.** |  | |
| **Project Description.** The project description entered in the space below should include summary details of only the project scope that is the subject of the funding request. **PLEASE BE BRIEF.** Do not provide details of completed or future phases of a larger project. For a construction project, the description should include the facility name, brief description of the work to be completed, length of the project to be completed, the project end points or termini, and any existing connecting trails or facilities. | | |
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| **Upon completion, will the project be open to the public?** | | **Yes  No** |
| **Do you intend to charge a fee to users? If yes, how much will the fee be and how will the revenue be used?** | | **Yes  No** |

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| Part C – PROJECT COSTS, FUNDING GAP, AND FUNDING SOURCES | | | | | | | |
| **Project Costs:** Complete the table below by identifying the estimated project costs. Costs should reflect estimated costs in the execution year when the project is ready to proceed. COLUMN 1 is the total project cost to the project sponsor (regardless of funding source used) and will include all costs whether SRT reimbursement is intended or the costs will be paid entirely with local or other funds. Most project sponsors do not intend to request reimbursement toward all project costs. The costs listed in COLUMN 2 are those that are not intended to be claimed for SRT reimbursement. Costs listed in COLUMN 3 are costs the project sponsor does intend to claim for reimbursement. No row should have costs in all three columns and for all rows: COLUMN 1 = COLUMN 2 + COLUMN 3. | | | | | | | |
|  | | | | **COLUMN 1**  Total Estimated Project Cost to Project Sponsor | **COLUMN 2**  No SRT Reimbursement Planned | | **COLUMN 3**  Intend to Claim SRT Reimbursement |
| Right-of-way Acquisition: | | | | $ | $ | | $ |
| Preliminary Design/Engineering: | | | | $ | $ | | $ |
| Construction: | | | | $ | $ | | $ |
| Construction Engineering: | | | | $ | $ | | $ |
| Other (please identify)      : | | | | $ | $ | | $ |
| Other (please identify)      : | | | | $ | $ | | $ |
| Total: | | | | $ | $ | | $ |
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| **LINE A:** Total to be Claimed for Reimbursement *(Total COLUMN 3)* | | | | | | $ | |
| **LINE B:** State Recreational Trails Program Funding Request *(Maximum 75% of Total COLUMN 3)* | | | | | | $ | |
| **LINE C:** Required Local Match *(Difference LINE A – LINE B; Minimum 25% of Total COLUMN 3)* | | | | | | $ | |
| **LINE D:** Total Cost to Project Sponsor\* *(LINE C + Total COLUMN 2)* | | | | | | $ | |
| *\* Project Sponsor is also responsible for all cost overruns* | | | | | | | |
| **Funding Gap:** After completing the **Funding Sources** section below, return to this section to show your calculation of the existing funding gap for your project. This calculation will be verified and then used to score your project on how well it has leveraged other funding sources and its readiness for development (15 points). | | | | | | | |
| **LINE E:** Total **SECURED** project funds *(Sum of all SECURED funding sources listed below)* | | | | | | | $ |
| **LINE F:** Existing funding gap *(Difference LINE D – LINE E)* | | | | | | | $ |
| **Funding Sources:** Please list each funding source separately (including your own local funds secured for the project) and provide all of the following information:   * Amount: List the funding amount secured or anticipated from each funding source. * Source: Identify the funding source. * Funds are *secured* or *anticipated*: A grant amount that has been confirmed by a funder in writing is a *secured* funding source. In identifying the applicant’s own contribution (e.g. city funds, county funds), the amount must be identified as a line item in an internal budget document (e.g. CIP) or some other documentation must be able to be provided for the funding to be considered *secured* versus *anticipated*. Identifying funds under the presumption that a board or council will commit a certain amount through a future action would be considered an *anticipated* funding source. If you intend to apply for or have not yet received written confirmation of an award, these are considered *anticipated*. **Only funding sources marked as SECURED should be included when calculating the total SECURED project funds identified in LINE E above.** All funding sources listed as *secured* will be required to provide proof that the award has been made or funds have otherwise been secured for your project. If you check *secured* and do not provide documentation, adjustments will be made to accurately reflect only *secured* and documented funding sources in scoring your application. * Funding type: Identify if funds are from a federal, state, local, or private source. * Intended use of these funds: In many cases, the intended use will be the same as this application; however, if the funds are for a particular item (e.g. benches, trailhead only, etc.) then indicate the funder’s intent on how you are to use the funds. * Conditions on the use of funds: If the funder has any conditions on the funding, please list these. A common condition may be a required funds expenditure date or a project completion date. | | | | | | | |
| **Amount:** |  | **Source:** |  | | | | |
| Funds are: Secured  Anticipated: | | | Funds are: Federal:  State:  Local:  Private: | | | | |
| Intended use of these funds: | |  | | | | | |
| Conditions on the use of funds: | |  | | | | | |
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| **Amount:** |  | **Source:** |  | | | | |
| Funds are: Secured  Anticipated: | | | Funds are: Federal:  State:  Local:  Private: | | | | |
| Intended use of these funds: | |  | | | | | |
| Conditions on the use of funds: | |  | | | | | |
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| **Amount:** |  | **Source:** |  | | | | |
| Funds are: Secured  Anticipated: | | | Funds are: Federal:  State:  Local:  Private: | | | | |
| Intended use of these funds: | |  | | | | | |
| Conditions on the use of funds: | |  | | | | | |
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| **Amount:** |  | **Source:** |  | | | | |
| Funds are: Secured  Anticipated: | | | Funds are: Federal:  State:  Local:  Private: | | | | |
| Intended use of these funds: | |  | | | | | |
| Conditions on the use of funds: | |  | | | | | |
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| **Amount:** |  | **Source:** |  | | | | |
| Funds are: Secured  Anticipated: | | | Funds are: Federal:  State:  Local:  Private: | | | | |
| Intended use of these funds: | |  | | | | | |
| Conditions on the use of funds: | |  | | | | | |
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| **Amount:** |  | **Source:** |  | | | | |
| Funds are: Secured  Anticipated: | | | Funds are: Federal:  State:  Local:  Private: | | | | |
| Intended use of these funds: | |  | | | | | |
| Conditions on the use of funds: | |  | | | | | |
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| **Amount:** |  | **Source:** |  | | | | |
| Funds are: Secured  Anticipated: | | | Funds are: Federal:  State:  Local:  Private: | | | | |
| Intended use of these funds: | |  | | | | | |
| Conditions on the use of funds: | |  | | | | | |
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| **Amount:** |  | **Source:** |  | | | | |
| Funds are: Secured  Anticipated: | | | Funds are: Federal:  State:  Local:  Private: | | | | |
| Intended use of these funds: | |  | | | | | |
| Conditions on the use of funds: | |  | | | | | |
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| **Amount:** |  | **Source:** |  | | | | |
| Funds are: Secured  Anticipated: | | | Funds are: Federal:  State:  Local:  Private: | | | | |
| Intended use of these funds: | |  | | | | | |
| Conditions on the use of funds: | |  | | | | | |
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| **Amount:** |  | **Source:** |  | | | | |
| Funds are: Secured  Anticipated: | | | Funds are: Federal:  State:  Local:  Private: | | | | |
| Intended use of these funds: | |  | | | | | |
| Conditions on the use of funds: | |  | | | | | |

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| Part d – PROJECT development milestones | |
| **Please provide a timeline of your project milestones below.** For a construction project (or as applicable), estimated dates should be identified for major milestones such as: initiation of preliminary design, acquisition of right-of-way, completion of final design, planned project letting date, start of construction, estimated construction completion date, and when final closure of the project is expected. If you also plan to secure federal-aid funds for your project (e.g. Transportation Alternatives) please also be sure to address the timeline for submittal of a concept statement, anticipated NEPA clearance, and completion of the final construction audit. Add any additional milestones as appropriate for your project. Projects will be required to be complete within two years of award. Upon award and execution of a project funding agreement, projects that fail to make satisfactory progress may be terminated by Iowa DOT. | |
| **DATE** | **PROJECT MILESTONE** |
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| **Part E – NARRATIVE QUESTIONS**  **Please provide a narrative response to each question in the space provided for each question below.**  ***BE AS CONCISE AS POSSIBLE*** |
| **Detailed Description of the Project.** Please provide a clear description of the concept of the proposed project, including such information as existing site conditions, trail length, number/acreage of parcels to be acquired, general construction activities planned, etc. Remember to provide summary details of only the project scope that is the subject of the funding request. **Do not provide details of completed or future phases of a project. Limit response to no more than 1 page in length.** |
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| **PROGRAM SCORING CRITERIA**  The questions below respond directly to scoring criteria (not all scoring criteria require narrative responses). The maximum points available is listed with each question. Again, **PLEASE REMEMBER** to provide summary details of only the project scope that is the subject of the funding request. **Do not provide details of completed or future phases of a project. Limit responses to all 8 questions to no more than 6 pages in length TOTAL.** |
| 1. **Need for the Proposed Project (16 points).** Why is the project needed in the area and what population will it serve? How will the proposed project satisfy that need? Provide adequate project justification based on existing or estimated future use of the facility. In addition to general need, please focus on how the project impacts low-income, transit-dependent, rural, or other areas? How will the proposed project improve the overall mobility of these areas and how has this population been engaged in the planning for the proposed project? |
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| 1. **Recreational Benefit of the Project (16 points).** How will the project expand recreational opportunities for Iowans? What benefit will various user groups receive from the project such as pedestrians, bikers, motorized users, etc.? Will the project be designed for use by multiple user groups? |
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| 1. **Project Readiness (12 points).** Awarded projects will be expected to be complete within two (2) years. Discuss how this schedule will be met. Is the project ready for development? Please describe experience completing similar projects on-schedule and efforts taken to prepare for developing the project. How has the project sponsor prepared for the proposed project by resolving any potential obstacles such as any safety, environment, or design challenges? Will the project proceed without delay upon award of funding? |
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| 1. **Enhancement of Economic and Tourism Benefits (10 points).** How will the proposed project enhance tourism in Iowa by attracting visitors? What are the economic benefits of the proposed project to the state? Discuss how the project will assist the economic conditions of the area? |
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| 1. **Connectivity and Completion of Trail Linkages (10 points).** To what degree will completion of the proposed project provide connectivity to existing facilities (residential areas, activity centers, cities, regions) or develop a trail linkage? |
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| 1. **Alignment with Local, Regional, or Statewide Planning Documents (8 points).** What is the relationship of the proposed project to a local, regional, or statewide plan? For example, how does the proposed project align with the Iowa Bicycle and Pedestrian Long-Range Plan and any applicable adopted regional, county, or municipal trail plan? It is preferred that links to documents publicly available online and specific page references be provided. |
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| 1. **Improvements to Accessibility (8 points).** ALL projects are expected to comply with the Americans with Disabilities Act (ADA) of 1990 and design plans are required to be completed in accordance with Chapter 12 of the Iowa DOT Design Manual (<https://iowadot.gov/consultants-contractors/design/design-manual>). In addition to meeting the requirements stated above, what efforts have been made to go beyond compliance with the Americans with Disabilities Act (ADA) of 1990 to ensure the proposed project will be accessible and usable by individuals with disabilities and populations with mobility concerns? |
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| 1. **Long-Term Maintenance Plan (8 points).** What arrangements have been made to continue operation and maintenance of the proposed project after the project is complete? For example, has a maintenance fund or an endowment been established? |
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