

DEPARTMENT FOR LOCAL GOVERNMENT

RECREATIONAL TRAILS PROGRAM

FY 2020 GRANT APPLICATION

***FEDERAL HIGHWAY ADMINISTRATION (FHWA)
FEDERAL AID PROGRAM***

Recreational Trails Program Information/Guidelines

The Recreational Trails Program (RTP) is a federal-aid assistance program to help the states develop and maintain trails for both motorized and non-motorized recreational trail use. The program provides for all kinds of recreational trail uses such as walking, jogging, hiking, bicycling, and/or mountain biking, in-line skating, equestrian uses, off-road motorcycling, all terrain vehicle (ATV), four-wheel driving, or using other off-road motorized vehicles. Each state develops its own procedures to solicit and select projects for funding in response to recreational trail needs within the state.

The Transportation Equity Act for the 21st Century (TEA-21) authorized the RTP. The RTP replaced the original National Recreational Trails Funding Program authorized by the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and amended by the National Highway System Designation Act of 1995. MAP-21, Moving Ahead for Progress in the 21st Century Act (P.L. 112-141) was signed into law by President Obama on July 6, 2012. Funding surface transportation programs for fiscal years (FY) 2013 and 2014, MAP-21 is the first long term highway authorization enacted since 2005.

States are eligible to receive funds from the RTP only if they designate the agency and official who will be responsible for the program within the state and create a Trails Advisory Board on which both motorized and non-motorized recreational trail users are represented.

Accordingly, The Governor of Kentucky designated the Department for Local Government (DLG) as the state agency responsible for administering the RTP and that the Commissioner of DLG, will serve as the principal official to coordinate with the Federal Highway Administration (FHWA). The Commissioner has assigned the administrative duties for the program to DLG's Community Enhancement Branch.

The state provides funds received under the RTP as grants to federal, state, and local government agencies. The contribution by applicants may consist of state and local funds, force account, and donations. Certain federal funds can be used to match RTP grants. The funding ratio and matching requirements are as follows:

- \$25,000 minimum - \$250,000 maximum.
- 80/20 Match for Non-Motorized projects
- 80/20 Match for Motorized projects.

IN ORDER TO BE ELIGIBLE FOR FUNDING APPLICANTS MUST:

- 1. Provide all information requested***
- 2. Submit or request an update from the State Clearinghouse and complete SHPO 106 Process***
- 3. Address project rating criteria to the best of its ability***
- 4. Submit its project application on time***
- 5. Have read and be willing to comply with the [LPA Guide](#) *****
- 6. Coordinate its project with U.S. Fish & Wildlife Service (see page 9 for instructions)***
- 7. Comply with the permanent easement requirement set forth in the LPA Guide *****

**** The policies and procedures set forth in the LPA Guide. Program requirements for the Recreational Trail grants are therefore subject to change at any time. Projects submitted for consideration will be subject to any new requirements in the LPA Guide and/or LPA Manual, including specifically the requirement of a perpetual easement in favor of the Department for Local Government.**

DLG staff will review and score the applications; Kentucky Trail Advisory Board (KYTAB) will make funding recommendations. The Commissioner of DLG will make project selections based on these recommendations. The selected projects will be included in DLG's application to the FHWA for final federal approval. After receipt of FHWA approval, DLG will send the grant recipient a memorandum of agreement that must be signed by an appropriate official of the agency and returned to DLG.

Questions concerning this program and/or process can be directed to:

Department for Local Government
Office of Federal Grants
Community Enhancement Branch
100 Airport Road, 3rd Floor
Frankfort, Kentucky 40601

Notification of Project Approval or Disapproval

All applicants will be notified of project approval or disapproval. Projects receiving approval will be included in DLG's application to the FHWA for funding. All federal aid projects must be in accordance with applicable Federal and State laws and regulations.

RECOMMENDED MINIMUM TRAIL STANDARDS CHART

	Surface Width	Trail Length
Single Use	2 Feet	
Motorized	4-6 Feet	10 Miles
Shared Use	8-10 Feet	1 Mile Plus
Hiking	2-5 Feet	4 Miles Plus
Equestrian	2-5 Feet	4 Miles Plus
Mountain Biking	2 Feet	2 Miles
Back Packing	2-4 Feet	10 Miles Plus

PERMISSIBLE/NONPERMISSIBLE USES

Permissible Uses – A grant recipient may use RTP monies for:

1. Construction of new trails on state, county, municipal or private lands, where a recreational need for such construction is shown and a permanent easement can be obtained;
2. Development of trailside and trailhead facilities (signage, parking, restrooms);
3. Maintenance of existing recreational trails;
4. Restoration of areas damaged by usage of recreational trails and back country terrain;
5. Development of urban trail linkages near homes and workplaces;
6. Provision of features that facilitate the access and use of trails by persons with disabilities;
7. Acquisition of easements for trails or for trail corridors identified in a state trail plan;
8. Acquisition of fee simple title to property from a willing seller, when the objective of the acquisition cannot be accomplished by acquisition of an easement or by other means;
9. Planning costs may be part of an overall application, but cannot exceed 5 percent of total project costs.
10. Only as otherwise permissible, and where necessary and required by a statewide comprehensive outdoor recreation plan (SCORP), construction of new trails crossing federal lands, where such construction is approved by the administering agency of the state and the federal agency or agencies charged with management of all impacted lands, such approval to be contingent upon compliance by the federal agency with all applicable laws, including the National Environmental Policy Act (42 U.S.C. 4321, et seq.), the Forest and Rangeland Renewable Resources Planning Act of 1974, as amended (16 U.S.C. 16 et seq), and the Federal Land Policy and Management Act (43 U.S.C. 1701 et seq); and
11. Rental equipment for the recreational trails.

Non-Permissible Uses – A grant recipient may not use RTP monies for:

1. Condemnation of any kind of interest in property;
2. Construction of any recreational trail on National Forest System land for motorized uses unless such lands
 - Have been allocated for uses other than wilderness by an approved agency resource management plan or have been released to uses other than wilderness by an Act of Congress, and
 - Such construction is otherwise consistent with the management direction in such approved land and resource management plan;
3. Upgrading, expanding or otherwise facilitating motorized use or access to trails predominantly used by non-motorized trail users, and on which, as of May 1, 1991 motorized use is either prohibited or has not occurred.
4. Construction of sidewalks unless the sidewalk is needed to link trails;
5. Master plans/feasibility studies, insurance, taxes, operational costs, administration, etc.
6. Roads;
7. Stables, Picnic Shelters and campgrounds

FINANCIAL POLICY

Recreational Trails Program Mandates

The RTP mandates that not less than 30 percent of the monies received annually shall be reserved for uses relating to motorized recreation and not less than 30 percent shall be reserved for uses relating to non-motorized recreation. To ensure diversified trail use, the remaining 40 percent may be used for both motorized and non-motorized uses but preference will be given to projects with the greatest number of compatible recreational purposes and/or that which provide for recreation corridor sharing to accommodate motorized and non-motorized recreational trails. The RTP also permits the state to use up to 7 percent of the monies received annually for administrative costs and 5 percent for education/safety program.

DLG Financial Management Plan

Upon receipt of notification to the state by the FHWA, DLG shall allocate the annual apportionment as follows:

- 7 percent for DLG administrative support cost

The balance of the annual apportionment shall be allocated as follows:

- 30 percent for non-motorized trail purposes;
- 30 percent for motorized trail purposes; and
- 35 percent for both non-motorized and motorized trail use with preference given to the greatest number of compatible uses and recreational corridor sharing.
- 5 percent for education/safety program. The focus of the proposed project is public safety and public education/awareness.

Eligible Applicants

- U.S. Forest Service
- National Park Service
- U.S. Fish and Wildlife Service
- Corps of Engineers
- Tennessee Valley Authority
- Kentucky Department of Parks
- Kentucky Department of Fish and Wildlife Resources
- Kentucky Nature Preserve Commission
- Kentucky Division of Forestry
- Kentucky River Authority
- City and County Government

PROGRESS REPORTS, CONSTRUCTION INSPECTION REPORTS AND RECORD RETENTION

Project Progress Reports

All grant recipients shall submit Quarterly Progress Reports; reports shall be submitted by the 15th day of the month following the last day of each calendar quarter (i.e. January 15, April 15, July 15, and October 15).

The report is located on DLG's web site (www.kydlgweb.ky.gov) under the Recreational Trails Program.

Construction Inspection Reports

LPA is responsible for inspections during construction.

DLG and FHWA representatives may conduct project inspections at any time.

Deficiencies, if any, shall be corrected and reported in writing to DLG.

Record Retention

All program and financial records shall be retained by the grant recipient until officially audited by the state or for a period of three years after the final close-out date, whichever occurs last.

At a minimum, the following records shall be maintained and made available for audit:

- Payroll register by pay period showing names, hours worked, hourly rate, benefits, deductions, gross pay, and net pay;
- Time sheets signed by both employees and their respective supervisors;
- Invoices for purchased materials;
- Invoices for all design and construction costs;
- Each invoice shall have the date paid and check number indicated on it;
- Cancelled checks or copies thereof or bank statements; and
- Bid documentation if project materials and construction are competitively bid.

COST SHARING AND REIMBURSEMENT

Cost Sharing Provision

Grant recipients will be required to contribute 20 percent of the total project costs for non-motorized and 20 percent for motorized. This contribution can be general fund cash, force account (the performance of work on a project with the forces and resources of the project sponsor, including personal services, equipment, and materials), and/or donations (the performance of work on a project with the funds and resources of donations of cash, land, labor, equipment, and materials).

Volunteer labor is valued at \$10.00 an hour. Skilled/Certified volunteer labor is what they normally would charge to perform the skilled/certified labor

Reimbursement Guidelines

This is a reimbursement program: therefore, the grant recipient must pay for eligible project items or document force account before submitting a request for reimbursement. The value of donations, if applicable to the project, cannot be reimbursed as a stand alone item, but it is to be documented and submitted for the purposes of establishing total project costs and helping to meet the cost sharing provision.

A request for reimbursement may not be submitted to DLG for less than 25 percent of the total grant amount. The final 25 percent of the total grant amount will be withheld until the project is completed and inspected by DLG or its representative. The project needs to be completed and final reimbursement request sent to DLG prior to project expiration date. If a request is submitted after the expiration date it is possible the request can not be processed.

Reimbursement will be made only for those items that were listed in the project application and in the Memorandum of Agreement (MOA), and any subsequent approved amendments.

A permanent trail easement or deed restriction must be recorded prior to receiving reimbursement.

INSTRUCTIONS

1. **Project Title and Location.** Provide the official name of the project, its address and location. (Page 11)
2. **Project Sponsor Name and Address.** Provide the name, address, telephone/fax numbers, and email address of the organization or agency sponsoring the project, if different from the project name and address. (Page 11)
3. **Contact Person.** Provide the name, address, telephone/fax numbers, and email address of the individual to be contacted should questions arise regarding the proposed project or grant pre-application. (Page 11)
4. **City/County Served by Project.** List the city and county to be served by the project. (Page 11)
5. **GPS Coordinates of the Project.** List GPS Lat/Long coordinates by Degrees, Minutes, Seconds, Direction. (Page 11)
6. **Congressional District(s).** List the District(s) impacted by the project. (Page 11)
7. **Area Development District(s).** List the Area Development District(s) in which the project is located. (Page 11)
8. **Open RTP Projects.** List any open RTP projects that the applicant has not closed out (Page 11)
9. **Right of Way -** List the Ownership of the Right of Way where the project is located (Page 11)
10. **Funding.** Define the total project budget. **Must also include a detailed budget.** (Page 16)
11. **Project Description.** Describe in detail the project activities that will be accomplished with the grant funds. Only include eligible activities in the project description. (Page 14)
12. **Project Operation and Maintenance.** Describe who will perform long term operation & maintenance and how much funding is set aside each year for maintenance. (Page 15)
13. **Signatures.** Provide name and signature of the Authorized Representative. (Page 21)
14. **Environmental.** Provide an Environmental Assessment and complete the Environmental Information Sheet. (Page 20)
15. **Education and Safety.** Provide information if you will address education and/or safety issues with the proposed project. (Page 15)
16. **Project Justification.** Please describe in detail as it relates to the project selection criteria. (Pages 18 - 19)
17. **Project Selection Criteria Point System.** The scoring criteria for the Recreational Trails Program. (Pages 22-25)
18. **State e-Clearinghouse Intergovernmental Review Process.** Go to the [State Clearinghouse](#) website and complete the on-line process for review. If you submitted the same project last year, request an update from the State Clearinghouse instead of a full review. Please contact Lee Nalley at 1-800-346-5606 if you have any questions or concerns. You must submit or receive an update from the State Clearinghouse for your project to be eligible for funding.

19. **U.S. Fish & Wildlife Service Review Process.** Contact the U.S. Fish and Wildlife Service **in writing** at 330 West Broadway, Room 265, Frankfort, Kentucky, 40601 for review of the proposed project for potential adverse effects on resources under their jurisdiction. Correspondences should include a complete project description, lat/long, and the information requested on page 17. You must submit and receive a response from the U.S. Fish & Wildlife Service for this year's proposal in order for your project to be considered for funding. Questions, please call 502-694-0468 or go to <http://www.fws.gov/frankfort/>
20. **Kentucky Heritage Council/SHPO 106 Review Process:** <http://www.heritage.ky.gov/siteprotect/>

21. **Support Documentation**

- Cover letter signed by the agency head or designee (Federal, State, Local Agencies)
- Resolution passed by the appropriate governing body authorizing the submission of the project application.
- Copy of a list of those who attended the Public Meeting regarding this trail project.
- If the project is proposed on public land a signed statement from the public land manager is required.
- Consent by land owner in a written agreement to the placement of a restrictive easement for perpetual maintenance of the property acquired or improved in the chain of title in favor of DLG.
- If grant funds are to be used to accommodate motorized use on trails, please submit a signed statement by the applicant that the trails have not been predominately used by non-motorized trail users prior to May 1, 1991.
- Boundary Map, Location Map and Site Plan.
- Copy of deed or easement to show land ownership.
- Letter from your Metropolitan Planning Organization (MPO) approving the proposed trail if applicable.
- Pictures
- Construction Assurances (424D) – Located on the RTP website.
- Local Public Agency (LPA) Certification if you have attended KYTC LPA training.
- No Impact Letter from Utility Company
- **Detailed Budget**

22. **Submission of Applications.** An original and one copy should be submitted or post marked to the DLG Office of Federal Grants at the following address by May 1, 2020. Contact information for assistance with the application process is listed below:

**RECREATIONAL TRAILS PROGRAM
Department for Local Government
100 Airport Road, 3rd Floor
Frankfort, KY 40601**

**DEPARTMENT FOR LOCAL GOVERNMENT
RECREATIONAL TRAILS PROGRAM
FY 2020 GRANT APPLICATION**

CLASSIFICATION OF PROJECT APPLICANT (Check one)

Federal	State	City	County X
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PROJECT TITLE: Pendery Park Trail Improvements

PROJECT ADDRESS/LOCATION: 4113 Williams Lane, Melbourne, KY 41059

APPLICANT

Name Judge/Executive Steve Pendery	Agency Campbell Co Fiscal Court	Telephone Number 859-292-3838	E-mail address SPendery@campbellcountyky.gov		
Street or P. O. Box 1098 Monmouth Street	City Newport	County Campbell	State KY	ZIP Code 41071	

CONTACT PERSON – LPA ADMINISTRATOR

Name Kim Serra	Firm/Agency Administration	Telephone Number 859-547-1810	E-mail address KSerra@campbellcountyky.gov		
Street or P. O. Box 1098 Monmouth Street	City Newport	County Campbell	State KY	ZIP Code 41071	

GPS Coordinates (degrees/min/sec/dir) 39.028923, -84.346797	Project Period From: July 1, 2020 To: June 30, 20201
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Congressional District	Area Development District
4 th	NKY Area Development District

Is there an open RTP project that is not closed out?

No X Yes Please List Project Number(s)

Ownership of Right-of-Way where the project will be located: Campbell County Fiscal Court

Please also include a copy of the deed with application. Included as Attachment 5

TYPE OF PROJECT (Check all that apply)

Construction of New Trails

Development of Trailside and Trailhead Facilities

Maintenance of Existing Recreational Trails X

Restoration of Areas Damaged by Usage of Recreational Trails and Back Country Terrain

Development of Urban Trail Linkages Near Home/Work

Provision of Features Which Facilitate the Access and Use of Trails by Persons with Disabilities X

Acquisition of Easement or Property from Willing Seller

TRAIL INFORMATION

Length of Trail (New) N/A

Width of Trail (New) N/A

Length of Trail (Existing) 1.25 miles

Width of Trail (Existing) 8 feet

Composition of Trail Surface (New) Asphalt

Owner of Land within Trail Corridor Campbell County Fiscal Court
(Must be able to obtain a permanent trail easement)

Availability of Similar Trails within Applicant's Jurisdiction (give miles)

Actual Linkage to Other Trails (Check One)

Yes Route 8/Mary Ingles Highway is recognized as an established biking route in Ohio, Kentucky, and Indiana (OKI)'s Northern Kentucky Bike Route Guide. Pendery Park is located off Route 8 in Melbourne, Kentucky, connecting the park to this bike route. The walking trail is also part of the Campbell County Trail Passport Project, an initiative organized by the Campbell County Cooperative Extension Office.

No

INTENDED USE (Check One)

Non-Motorized Single Use

Motorized Single Use

Combination of Non-Motorized X

Combination of Motorized

Combination Non-Motorized/Motorized

TYPE OF USE (Check all that apply)

Walking/Jogging/Hiking X

Overnight and Long Distance Backpacking

Bicycling and/or Mountain Biking X

In-Line Skating/Skate Boarding X

Equestrian Activities

Access for Canoeing, Kayaking, or Rafting X

Motorcycling

Four Wheel Drive or All Terrain Off-Road Vehicles

TRAIL TERMINI - (Beginning and ending points of the proposed trail)

The walking trail renovations will take place on the left side of William's Lane, as pictured in the attached map. This covers approximately .5 miles on the 1.25 mile loop at Penderly Park.

BRIEF DESCRIPTION OF PROJECT (Attach a separate sheet if necessary)

Located in Melbourne, Kentucky, Pendery Sports Park (est. 1997) provides 72 acres of outdoor recreational use to not only the 92,000+ residents of Campbell County (census.gov), but also surrounding counties in the Northern Kentucky Region. The park is located 10 miles south-east of Campbell County’s northern-most city, Newport, which borders Cincinnati, Ohio. The Park offers various amenities, including 8 baseball fields, 6 soccer fields, 5 picnic shelters with tables, 1 basketball court, and a 1.25 mile paved walking trail. Parks and Recreation Manager, Larry Harrod, estimates ten to twenty thousand park patrons utilize the park for sporting events and other recreational opportunities each year. In April 2020, Campbell County Fiscal Court resurfaced William’s Lane from the Pendery Park entrance at Route 8 to the railroad tracks. The proposed trail improvements are for the walking trail section that runs to the left of William’s Lane in the attached map.

Campbell County is requesting RTP funding to repair .5 miles of its existing 1.25 miles of walking trails. This specific area is in desperate need of resurfacing, as it has significant cracking that poses a safety hazard to guests. The repaired trails will not only benefit daily walkers, joggers, and bicyclists, but also other patrons who are utilizing park amenities and special events listed below:

- 1 Basketball Court
- 8 Baseball Fields
- 6 Soccer Fields
- 5 Picnic Shelters with Tables
- Concrete Cornhole Boards
- 2 Playground Sets
- Trails (1.25 miles paved trail)

2019 Special Events	# Attendees
Sporting Events March 2019 – October 2019	10,000 to 20,000
Senior Citizens’ Picnic	700

OPERATION AND MAINTENANCE (Attach a separate sheet if necessary)

The County Maintenance Department stationed at Pendery Park (1.5 FTE) will handle the operation and cleanliness of the walking trails.

EDUCATION AND SAFETY

Appropriate signage will educate the public on acceptable (i.e. running, walking, bicycling, skating) and unacceptable trail activities (i.e. motorized), anti-litter messages, including picking up dog feces.

PROPOSED FUNDING: Please include a separate detailed budget with the application; include engineering to be in compliance with the KYTC LPA Process.

RTP Grant Request (\$25,000-\$250,000)	\$140,080.00
	+
Applicant's Contribution (match)	\$35,020.00
	=
Total Project Cost	\$175,100.00

FINANCING

Include **all** funding amounts and sources. Please complete and specify whether funds are Approved, Pending, or Currently Under Negotiation.

GENERAL FUND \$35,020.00

FORCE ACCOUNT

Labor

Equipment

Materials

DONATIONS

Cash

Land

Labor

Equipment

Materials

OTHER FUNDS

TOTAL (must equal applicant contribution) \$35,020.00

If your application consists of both motorized & non-motorized; please submit separate budgets for each trail use.

EXAMPLE OF A DETAILED BUDGET

ABC Trail Project Detailed Budget

Trail will be 10 ft wide, 4 inches DGA Base, 1.5 Asphalt Surface

	Material	Material Cost	Haul & Place	Total
Trail Construction:				
DGA	719 Tons	\$7.00	\$22.00	\$21,210.00
Asphalt Surface	246 Tons	\$65.00	\$22.00	\$21,402.00
Earthwork	1LP Sum			\$1,300.00
Culvert Pipe	32 feet	10.00	\$5.00	\$505.00
Trailhead Facilities:				
Restroom (12x18)				\$23,398.00
Contingency				\$2,000.00
Bike Rack (2)				\$1,854.00
Trailside Facilities:				
Signage along the trail (3)				\$300.00
Benches (3)				\$3,000.00
Trash Receptacle (4)				\$4,000.00
Engineering/Inspections				\$2,000.00
Total Project Costs:				\$100,000.00

PROJECT JUSTIFICATION

1. Describe the degree to which the project provides and/or improves recreational trail length to accommodate motorized and/or non-motorized uses.

The current paved trail conditions pose a tripping hazard for park patrons. Resurfacing the damaged areas will provide a smoother and seamless paved space for our guests.

2. Describe the degree to which project provides and/or improves the greatest number of safe and compatible recreational purposes including, but not limited to, those used for recreational purposes such as (A) walking/jogging or hiking, (B) overnight and long distance backpacking, (C) bicycling (D) mountain biking, (E) in-line skating/skate boarding, (F) equestrian activities, (G) access for canoeing, kayaking, or rafting and travel by (H) motorcycle, four-wheel drive, or all-terrain off road vehicles.

Resurfacing the damaged areas of the paved walking trail will allow a much safer experience for park patrons utilizing the walking paths for walking/jogging, bicycling, and in-line skating.

3. Describe the degree to which project provides and/or improves trail opportunity by persons with disabilities, older citizens, economically disadvantaged and other special populations or groups.

Resurfacing the proposed areas of the walking trail will not only improve accessibility, but also significantly reduce risks for injury for all persons, including persons with disabilities, older citizens, and other special populations. The 2020 Kentucky Statewide Comprehensive Outdoor Recreation Plan (SCORP) issued by the Department for Local Government in 2019 identifies 19.5% of Kentuckians are limited in outdoor recreation by a physical or health limitation.

4. Describe the degree to which project meets a goal and/or implements a strategy of a local or regional plan.

Route 8/Mary Ingles Highway is recognized as an established biking route in Ohio, Kentucky, and Indiana (OKI)'s Northern Kentucky Bike Route Guide. Pendery Park is located off Route 8 in Melbourne, Kentucky, connecting the park to this bike route. The walking trail is also part of the Campbell County Trail Passport Project, an initiative organized by the Campbell County Cooperative Extension Office in partnership with parks and recreation departments, encouraging walking, hiking, and exploration of Campbell County's 40+ miles of community walking trails.

5. Describe the degree of citizen involvement in proposal conception and implementation.

Campbell County does not have park patron contact information for Pendery Park, but anecdotally visitors can be seen walking daily at the park. Park staff can attest to the amount of visitors utilizing the trails for walking and biking.

6. Describe the degree to which project actually ties into other trails, greenways, or scenic corridors, and/or designated natural, cultural, historical, and recreation areas.

Route 8/Mary Ingles Highway is recognized as an established biking route in Ohio, Kentucky, and Indiana (OKI)'s Northern Kentucky Bike Route Guide. Pendery Park is located off Route 8 in Melbourne, Kentucky, connecting the park to this bike route. The walking trail is also part of the Campbell County Trail Passport Project, an initiative organized by the Campbell County Cooperative Extension Office in partnership with parks and recreation departments, encouraging walking, hiking, and exploration of Campbell County's 40+ miles of community walking trails.

7. Describe the degree to which donations and/or force account contributions will be used to accomplish the project and provide a Public Interest Finding with the application.

N/A—donations or force account contributions will not be used to accomplish the project.

8. Describe the degree to which the project plans to include signs, maps, brochures, audio or video aids, and other media to educate trail users on trail rules, courtesy to other trail users, and/or the protection and interpretation of the natural and cultural resources within the trail corridor.

Park staff will improve and develop signage to educate trail users on appropriate rules that allow for a pleasant experience for all visitors.

ENVIRONMENTAL INFORMATION

Does the proposed project require the removal (cutting/clearing) of any trees, living and/or dead, larger than sapling size? If so, please provide an estimation of amount of habitat removal and the time of year when habitat would be removed.

N/A

Are there any caves, sinkholes, mine portals, and/or rock shelters within the project limits or adjacent to the proposed project area? If yes, does the project require disturbance of such habitat? Explain.

N/A

Does the proposed project require any perennial stream crossings such as a footbridge, culvert, or in-stream mat/rock material? If yes, discuss construction plan and sediment/erosion control measures.

N/A

What type of habitats (forested, recreational areas, open grassed urban areas, etc.) currently exists within or adjacent to the proposed project area. Please describe any disturbances associated with the project construction and/or maintenance which may potentially impact vegetation on site (e.g. excavation, fill material for building sites, conversion of natural areas to parking areas, herbicide use, heavy equipment staging areas, etc.).

The paved walking trail loops around the main park area (i.e. grassy areas with some forestry), and branches off to various recreational areas, including two playground sets, five picnic shelters with tables, basketball court, six soccer fields, and eight baseball fields. The resurfacing of the current paved walking trails will not negatively affect or disturb the surrounding habitat.

Please provide, if not already incorporated within the application, a 7.5 minute USGS topographical map depicting the site and name of the map (quad name); any other site plan depicting specifics of the proposed project. In addition, please identify on attached maps the above impact areas, if any, associated with the proposed project.

Please provide pictures of the proposed site of what the photo is depicting.

Please provide a copy of an Environmental Assessment (EA) with the application.

THE TRAIL AND/OR TRAILHEAD/TRAILSIDE FACILITIES ACQUIRED OR DEVELOPED WITH RTP ASSISTANCE MUST BE OPEN TO THE PUBLIC AND MAINTAINED FOR PERPETUITY.

I _____ certify that all R/W is available, or R/W will be made available before construction, and the R/W easement will be recorded prior to any payment. No Utility or Railroad Involvement.

Authorized Representative Signature

NAME AND SIGNATURE OF THE AGENCY PARK MANAGER (If applicable)

_____	<u>Parks and Recreation Director</u>
Signature	Title
<u>Larry Harrod</u>	_____
Name Typed	Date

NAME AND SIGNATURE OF AUTHORIZED REPRESENTATIVE.

_____	<u>Judge/Executive</u>
Signature, Chief Executive Officer	Title
<u>Steve Pendery</u>	<u>4/15/2020</u>
Name Typed	Date

NAME AND SIGNATURE OF THE APPLICANTS LPA GRANT ADMINISTRATOR

_____	<u>Assistant County Administrator</u>
Signature	Title
<u>Kim Serra</u>	_____
Name Typed	Date
<u>KSerra@campbellcountyky.gov</u>	<u>859-547-1810</u>
Email	Phone Number

PROJECT SELECTION CRITERIA POINT SYSTEM

1. TRAIL LENGTH

Describe how the proposed project provides for and/or improves recreational trail length to accommodate motorized and/or non-motorized uses.

Key Consideration: The most important concern is the length of the proposed trail.

Points

- 15** Project involves 5 or more miles of trail.
- 10** Project involves 3 – 5 miles of trail.
- 8** Project involves 1 - 3 miles of trail.
- 4** Project involves 1 mile or less of trail and/or trailhead facilities.

2. TYPES OF TRAIL USE

Describe the degree to which project provides and/or improves the greatest number of safe and compatible recreational purposes including, but not limited to, those used for recreational purposes such as (A) walking/jogging/hiking, (B) overnight and long distance backpacking, (C) bicycling (D) mountain biking, (E) in-line skating/ skate boarding, (F) equestrian activities, (G) access for canoeing, kayaking, or rafting and (H) travel by motorcycle, four-wheel drive, or all-terrain off road vehicles.

Key Consideration: An important concern is that this project will enhance the quality and quantity of recreational trail opportunities available in the community or region.

Points

- 15** Project will provide and/or improve four or more types of trail uses.
- 10** Project will provide and/or improve three types of trail uses.
- 8** Project will provide and/or improve two types of trail uses.
- 4** Project will provide and/or improve one type of trail use.

3. SPECIAL POPULATIONS

Describe the degree to which project provides and/or improves trail opportunities by persons with disabilities, older citizens, economically disadvantaged and other special populations or groups.

Key Consideration: Whether this project will expand recreation opportunities for special populations.

Points

10 Project will provide and/or improve trail opportunities for two or more special populations.

5 Project will provide and/or improve trail opportunities for one special population group.

0 Project does not address the needs of special populations.

4. PLANNING

Describe the degree to which project meets a goal and/or implements a strategy of a local or regional plan.

Key Consideration: The degree to which the project is clearly identifiable as a priority for action, ties in with specific issues, goals, objectives, priorities and implementation strategies, and/or complies with identified needs of the area.

Points

10 Project is identified or referenced as a specific goal and/or strategy of a local or regional plan.

0 Project is not identified as a specific goal and/or strategy of a local or regional plan.

5. LINKAGE TO OTHER TRAILS

Describe the degree to which project ties into other trails, greenways or scenic corridors, and/or natural, cultural, historical, and recreation areas.

Key Consideration: The major concern is that the project will enhance the provision of trail opportunities with immediate impacts on the quality, quantity, or variety of recreational opportunities and experience provided in the area.

- a) Project ties into other trails.
- b) Project ties into a greenway or a scenic corridor
- c) Project links a designated natural, cultural, historic or recreation areas.

Points

15 Project will meet three of the above criteria.

10 Project will meet two of the above criteria.

5 Project will meet one of the above criteria.

0 Project does not meet any of the above criteria.

6. TRAIL TOWN

A Trail Town is a destination along a long-distance trail or adjacent to an extensive trail system, is connected into that system thus creating a local tourism trail based economy.

Points

10 Currently certified by the Tourism Arts and Heritage Cabinet (TAH) as a Trail Town.

6 Made application to the Tourism Arts and Heritage Cabinet (TAH) and working towards Trail Town certification.

0 Not applied to be a Trail Town.

7. TRAIL AND RESOURCE STEWARDSHIP EDUCATION

Describe the degree to which the project plans to include or has already in place signs, maps, brochures, audio or video aids, and other media to educate trail users on trail rules, courtesy to other trail users, and/or the protection and interpretation of the natural and cultural resources within the trail corridor.

Key Consideration: The most important concern is that trail users are made aware of the proper uses and conduct while on the trail, and given the opportunity to learn about any natural and/or cultural resources along the trail.

Points

- 10 Project includes signs and printed materials on trail rules, user courtesy, and natural resource interpretation.
- 8 Project includes signs and printed materials on trail rules and user courtesy.
- 8 Project includes signs on trail rules, user courtesy, and natural resource interpretation.
- 4 Project includes signs posting trail rules and user courtesy, including web site information and/or natural resource interpretation.
- 0 Project does not include trail stewardship or natural resource information.

8. OPEN RTP GRANT

Do you currently have an open RTP project that is not complete and closed out?

Points

- 10 No
- 0 Yes

9. ADDITIONAL INFORMATION

Provide any information that the project selection criteria that does not address which reflects the project's value or need. No additional points will be awarded for a response, although the Kentucky Trails Advisory Board will take this information into account when funding recommendations are made. If previously funded project, give year completed and project accomplishments.

