



Recreational Trails Program (RTP)

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Recreational Trails Program



Recreational Trails Program (RTP)



- ☐ Federal grant program administered by the Federal Highway Administration.
- ☐ Funds are allocated to Georgia from the Federal Highway Trust Fund from motor vehicle fuel excise taxes.
- ☐ Federal Highway provides essential support in financial and environmental matters.
- ☐ Funding is available for trail construction, trail maintenance, trail amenities, and trail education.

Purpose of RTP



RTP supports on the ground trail projects.

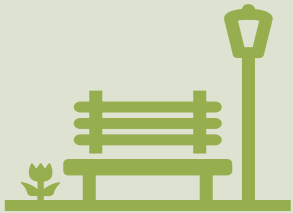
RTP provides funds for trail projects that could not be completed.

RTP seeks to improve outdoor recreational access in local communities across Georgia.

RTP Funding are not used for...



Transportation funding.



General park improvement funding.



Planning/design only funding.

Who Can Apply

- ✓ Cities & Counties can apply according to Department of Community Affairs (DCA)
- ✓ Authorities documented through state or local legislation.
- ✓ Commissions
- ✓ State and Federal Agencies

WHO CAN APPLY?

Qualified
Cities & Counties

Authorized
Authorities &
Commissions

State Agencies

Federal Agencies

- ✓ Non-profit organizations can partner with a qualified governmental entity or agency for trail projects.
- ✓ A non-profit organization can apply for RTP education grants.

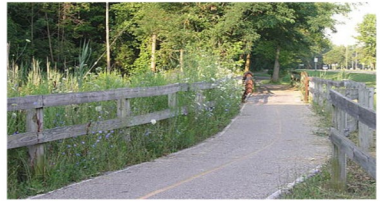


Project Types and Applicants



Types of Trails

Nonmotorized



- ☐ Pedestrian
- ☐ Equestrian
- ☐ Bicycling
- ☐ Water

Motorized



- ☐ Internal Combustion Engines
- ☐ Off-Road Motorcycles
- ☐ ATV'S
- ☐ Other Off-Road Vehicles

Types of Trail Projects



NEW TRAILS



TRAIL REHAB



TRAILHEADS



ACQUISITION

Single Use & Multi-Use

Single Use

Intended to benefit only one mode of recreational use.

☐ Pedestrian- only

☐ Equestrian

☐ Mountain Bike

☐ Water Trail



Multi-Use

Intended to benefit more than one mode of recreational use.

☐ Equestrian & Hiker Shared Path

☐ Pedestrian/Bike/Skate (Shared)

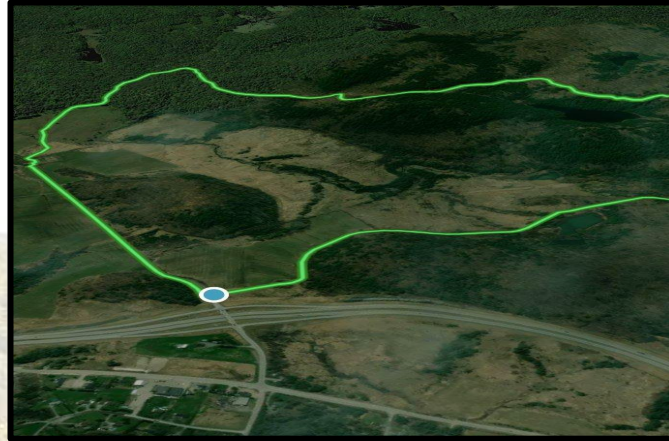
☐ Rails to Trails

☐ Greenways



Trail Examples & Terms

Generally, in
forested areas



Loop or out-
and-back



Consider terrain
and experience



Ineligible for RTP

Tracks (racing or other)



Cart Paths



Mud Bogging Pits





Funding



Funding



No minimum
funding level



Up to
\$1,000,000.00



Reimbursement
grant of 80%



Minimum
Match 20%

******25% is retained
until the final closeout
of the project**



Examples of Reimbursable Costs



Construction costs
(new trail or rehab)



Equipment rental



Trailhead facilities &
basic trail amenities



Land acquisition



Construction materials



Design & Engineering



ADA Accessibility upgrades

Important Note:

Contracts used in RTP projects valued at \$25,000.00 or more must go through a competitive bid process, and documents will be required.

Match

Match Requirements

- ☐ Minimum Match is 20% or greater
- ☐ The items must be directly related to the project.
- ☐ If federal funds are used as a match, at least 5% of the total cost of the project must come from a non-federal source.
- ☐ All sources of match must be identified in the grant pre-application.
- ☐ The item for match cannot occur earlier than the signed project agreement.

Additional note:

- Design and Engineering expenses prior to the signed project agreement can be counted as match if they occurred within the 18-month.
- Donation of land can be eligible as match if occurred within 18 months before the signed project agreement.

Types of Match



GRANTEE CASH

- D&E
- Construction costs
- Materials
- Equipment rental



IN-KIND DONATIONS

- Volunteers
- Professional Services
- Materials
- Land acquisition

Ineligible Items (Reimbursement or Match)

- **SIDEWALKS**
- **TRACKS**
- **LIGHTING**
- **LANDSCAPING**
- **PLAYGROUNDS**
- **CAMPSITES**
- **PICNIC PAVILIONS**
- **ADMIN COSTS**
- **CART PATHS**
- **ROADS**

- **SPORTS FIELDS/COURTS**
- **FOOD OR BEVERAGE**
- **TRAVEL**
- **INDIRECT COSTS**
- **PONDS**
- **PURCHASE OF EQUIPMENT OR TOOLS**
- **DESIGN AND/OR PLANNING ONLY PROJECTS**
- **AMPHITHEATERS**



Off-Road Highway Pre-application



RTP Pre-Application

COMPETITIVE STAGE APPLICATION.

PROJECTS ARE SCORED BASED ON COMPLIANCE CRITERIA

SUCCESSFUL PROJECTS WILL BE INVITED TO THE SECOND-LEVEL APPLICATION

Helpful Tips when planning your trail project

Verify if your organization and project are eligible.

Determine who will be your main point of contact for the full grant process

If you have any questions contact our grant specialist.

Ensure your team understands the pre-application requirements and provides the required documentation.

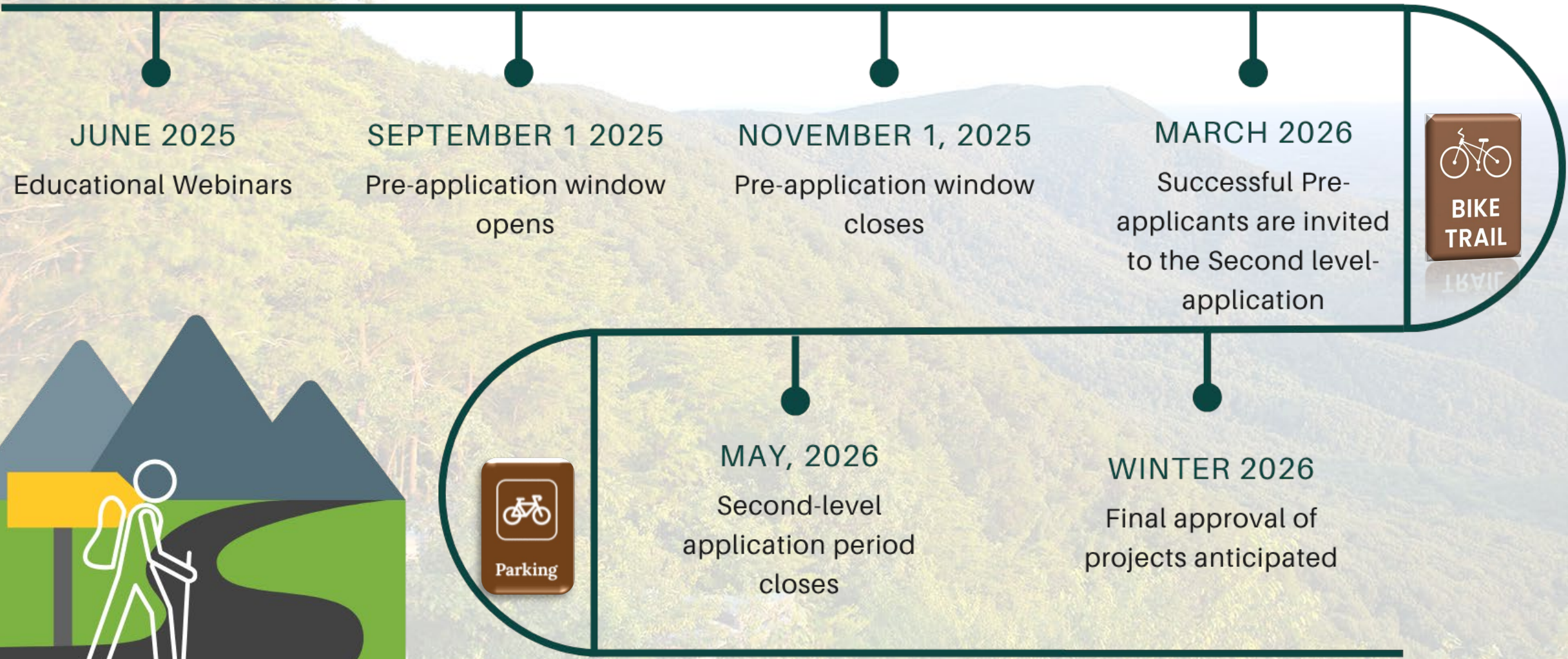
Make sure all of the project elements are included in the cost estimate.

RTP Application Process



- ❑ **Bi-Annual** Funding Cycles
- ❑ The **Off-Road Highway** Pre-application has a separate portal from nonmotorized.
- ❑ Applicants may submit one proposal per cycle.
- ❑ Pre-application is completed online.
- ❑ **Competitive Phase:** Projects are submitted for review and ranked based on eligibility and evaluation criteria.
- ❑ Approval Process
- ❑ Successful projects invited to **formal application (Environmental Evaluation)** reviewed and cleared by FHWA.
- ❑ Financial Workshop Session
- ❑ Project Agreement

RTP Application Timeline





Pre-Application Criteria



Project Scope Criteria #1

Application Questions

- ❑ Explain why you are building this trail.
- ❑ How will the proposed trail enhance access and outdoor recreation?

Required Upload:

- ✓ Site plan



Project Planning Criteria #2

Describe your project timeline.

How will the work be completed.

What permits will be needed for the project.

A screenshot of a form titled "GEORGIA DEPARTMENT OF NATURAL RESOURCES RECREATIONAL TRAILS PROGRAM Proposed Project Implementation Schedule". The form includes instructions for providing a detailed, realistic schedule showing the timeline for each expected task of the project and tasks listed in the budget. It also includes fields for Applicant Organization, Project Title, and a table for Project Task, Start Date, and Completion Date. The form is dated 2018 and includes contact information for the Georgia Department of Natural Resources.

GEORGIA
DEPARTMENT OF NATURAL RESOURCES
RECREATIONAL TRAILS PROGRAM

Proposed Project Implementation Schedule

Provide a detailed, realistic schedule showing the timeline for each expected task of the project and tasks listed in the budget. If awarded a RTF grant anticipate a maximum 3-year performance period. Explain how the proposed work will be ready to proceed when funding is secured. Work must start and progress toward completion during the term of the grant agreement. Explain how the schedule was derived and show appropriate subtasks.

Applicant Organization: _____ Project Title: _____

Project Task	Start Date	Completion Date

Signature of Authorized Project Official: _____ Date: _____
2 MARTIN LUTHER KING JR. DR. DE SUITE 1516, EAST ATLANTA, GEORGIA 30304
404.462.5719 | WWW.GADNR.ORG

In accordance with 30XRS CFDA # 2528 Page 1 of 1

****Required Uploads:**

Proposed Project Implementation Schedule

Cost estimate

Environmental Considerations & Permits



Clean Air

- ☐ RTP projects are subject to Clean Air Act.
- ☐ Exemptions maybe available. Follow up with the appropriate agency.



Clean Water

- ☐ Runoff concerns during construction and long-term impacts.
- ☐ Permitting requirements may apply.

Types of Permits

- ✓ CWA USACE Section 404 Permit
- ✓ GA EPD Section 401 Water Quality Certification
- ✓ GA EPD Buffer Variance
- ✓ Tennessee Valley Authority Permit
- ✓ Coastal Zone Management Coordination
- ✓ Cemetery Permit
- ✓ National Pollutant Discharge Elimination System (NPDES)
- ✓ US Coast Guard
- ✓ Forest Service /USACE Land (Section 408)

Cost Estimate Criteria #2

- ☐ Include all expenses involved in the trail project.
- ☐ Ensure that the design and engineering do not exceed 15%.
- ☐ Include all in-kind match.
- ☐ Include cash match.
- ☐ All must match the amount entered in the online application.

Cost Category	Grant Funds	Cash Match	In-kind Match	Total Cost
Design & Engineering				
Construction Materials				
Materials Costs				
Equipment Rental				
Volunteer Hours				
Other Expenses				
Total				

Authorizing Signature: _____
Name: _____
Title: _____

**MATCH
PERCENTAGE
MUST BE THE
SAME
THROUGHOUT
THE
APPLICATION**

**DONATIONS
ARE A IN-KIND
MATCH; YOUR
EXPENSES ARE
CASH MATCH**

**DESIGN &
ENGINEERING
CANNOT
EXCEED 15% OF
THE GRANT
COST.**

Acquisition Criteria # 2

Acquisition

Describe how the acquisition process will coincide with construction or rehabilitation and plan.



Completed appraisal
** Must be completed to
UASFLA standards. Yellow Book



Preliminary title report



Level 1 or higher Environmental
Assessment.



Documentation from seller or
donor.

Statewide Trail Needs



Need for more OHV designated trails.



Prioritize loop trails over out-and-back trails.



Need for new publicly owned and maintained OHV trails in parts of the state.



Accessibility Criteria #4

Americans with Disabilities Act (ADA)

What does real accessibility look like for your trail?

- ✓ **Trail construction**
- ✓ **Trailhead facilities**
- ✓ **Information provided at trailhead and pre-visit.**



Maintenance Criteria #5



Trail maintenance is crucial for guaranteeing public access to the trail for at least 25 years.

TRAIL MAINTENANCE

- Does your community have an approved Trail Maintenance Plan?
- Do you have dedicated funding for trail maintenance?

REQUIRED UPLOADS

- Maintenance Plan (if applicable)
- Resolution
- Documented formal partnership (if applicable)

Local Support & Regional Needs

Criteria # 6



Is this trail identified in a local or regional planning document?



What evidence of local support can you provide?

Required Uploads:

- ☐ Comprehensive plan or recreation master plan, statements from adjacent landowners, documentation of public process, and trail users.

Public Financial Support Criteria #7



What documentation of financial commitment do you have from outside of your agency?



Documents or letters can include commitments of cash, volunteer hours, and donations of materials and/or professional services.

***Required Uploads:

Letters of support containing financial commitment.

Economic Development Criteria #8

Trail-related trip expenditures can provide substantial economic value to local economies.

- Specifically, how will this proposed trail positively benefit the economy of your community?



Additional Points Criteria's 9 & 10



All grantees must provide at least 20% of total project cost as their minimum match; however, additional points will be awarded for match commitments above 20%.



Additional points will be awarded to Applicants who have not received an RTP in the past ten years.

Other Criteria #11

Trail projects that use pervious or semi-pervious surface to reduce rainwater runoff will receive additional consideration.

What surface material(s) will be used for this trail?

Pervious

- A surface that allows water to penetrate through it and into the soil below. (Example porous asphalt or pervious pavers.)

Semi-Pervious

- A surface that allows some but not all water to pass through. (Example open-jointed bricks, and grass-concrete pavers)

Youth Service and Conservation Corps



Under the legislation authorizing RTP, the use of Youth Service and Conservation Corps is encouraged.



Additional points will be given to applications committing to the use of Qualified Corps.

Qualified Corps can be found at
<https://corpsnetwork.org/members-by-state/>.

*** Required Upload: Contract

Buy America Act

Buy America Act applies



Any steel or iron permanently incorporated into the project must have been melted and manufactured in the U.S. if the total value of steel and iron exceeds \$2,500.

<https://www.fhwa.dot.gov/construction/cqit/buyam.cfm> for more info

Required Uploads

- ☐ Completed Pre-Application
- ☐ Pre-application Authorization Letter
- ☐ Photos of the site with photo key
- ☐ Project Location Map
- ☐ Detail Site Plan/Conceptual Plan.
- ☐ Implementation Schedule Form (DNR Form)
- ☐ Cost Estimate Form (DNR Form)
- ☐ Current copy of deed, lease, and/or easement if applicable.
- ☐ Signed statement from landowner expressing support.
- ☐ Plat/Parcel Map and legal descriptions

Acquisition

- ☐ Completed Appraisal
(According to Yellow Book Standards)
- ☐ Preliminary Title Report
- ☐ Level 1 or higher
Environmental Assessment
- ☐ Proof of the willing seller or donor.



RTP Second-Level Application



The Second-Level Application



Responses to all Second-Level evaluation criteria



Resolution from the City Council, County Commission, etc.



Detailed Cost Estimate/Project Budget



Project Description and Plans – All plans must be submitted in .pdf format



Project Implementation Schedule

Environmental Review

Documentation of compliance with National Environmental Policy (NEPA) and other federal environmental laws must be provided as a part of an authorized project under federal law.



WILDLIFE RESOURCES
DIVISION (WRD)



STATE HISTORIC
PRESERVATION (SHPO)



Tribal Historic
Preservation Office

VARIOUS TRIBAL HISTORIC
PRESERVATION OFFICES
(THPO)



GEORGIA DEPARTMENT OF
TRANSPORTATION (GDOT)



FLOODPLAIN ENCROACHMENT
REVIEW (EPD)



UNITED STATES FISH AND
WILDLIFE SERVICE (USFWS)



Managing a Grant



Second Level Application Approval



All applicants must attend a mandatory financial workshop prior to receiving a Project Agreement from GADNR.



The reimbursement process will be covered in depth during the Financial Workshop.



Grantees have up 24 months to complete their project. Trail Completion Date will be set in Project Agreement.

Quarterly Progress Reports

- Quarterly project and financial updates.
- Address delays, potential changes, and/or cost overruns.
- Must include supporting photos of the progress.
- This is an official document signed by your main contact.

GEORGIA RECREATIONAL TRAILS PROGRAM
DEPARTMENT OF NATURAL RESOURCES
PROJECT PROGRESS REPORT
IN ACCORDANCE WITH 2CFR200
CFR 4 * 20.219

This report must be detailed, supporting evidence included with pictures. The Grant Recipient shall attach to this report appropriate pictures illustrating project construction activities before and after, during this quarter.

Project Name	Project Number
Project Phase #	Percentage complete % (estimation)
Project Agreement Start Date	Project End Date
Grantee Name	Quarter Ending
Site Visit for Progress or Final Date	Progress visit or Final Visit
If this is a Final Progress Report, please enter the date the Project was completed:	

FINANCIAL STATUS:

Total Project Cost: \$ _____
Amount Expended to Date: \$ _____
Federal Funds: \$ _____
State Funds: \$ _____
Amount Received/or Requested for Reimbursement through the End of this Quarter: \$ _____ Federal Funds
\$ _____ State Funds

I Progress Report: (Must conform to Approved Grant Request Description)
• Describe work completed or partially completed during this quarter. Must be very descriptive with supporting documents to include:
• Must include before and after pictures

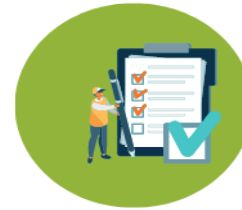
Project Closeout



Final Quarterly report



**Final Reimbursement
Package**



Final Inspection



Grantees Long-term /Obligations



Long-term Obligations for Grantees

All documents must be retained for at least 5 years.

Grantee must provide public access to the trail for at least 25 years.

Real Property or conservation easements acquired with RTP funds shall remain protected as conservation lands.

Grant recipients may charge reasonable user fees.

Recreational Trails Education Grant



- ✦ ✦ ✦ A direct relationship with one or more recreational trails is required. Projects receiving funding must be finalized within the federal fiscal year.

The Educational grant is designated for projects promoting safety and environmental protection.

Examples:

- Safety and environmental protection programs.
- Educational publications related to trails.
- Trail-related displays, videos, audio, apps, and other media.

Funding is received at 5% of annual apportionment.

For more information, contact the RTP Grant Coordinator.

Turning Opportunity Into Action



Visit our website www.gadnr.org/grants and sign up for email updates



Watch tutorial videos for GOSP, RTP, and LWCF available on our webpages



Check your eligibility – ensure your organization and project are eligible before you start your application



Already have a project in mind? Contact us!



Not ready for this year? Talk to your authorizing officials who will sign-off on this project to start the process of obtaining their approval and finding match dollars





Contact Us

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**RECREATIONAL
TRAILS PROGRAM**

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