

APPLICATION FORM - 2023 DESIGN

INTRODUCTION

Complete this Application Form using the separate Instructions. Complete all sections of the application. Provide ALL the information requested into one comprehensive document. This Application will serve as your submission. Incomplete applications will not be considered.

1) Name of Project, Applicant Information & Signatures

a) Name of Project:

b) Municipal Representative Name & Title:

Street Address:

City:

State:

Zip:

Phone:

Email:

Signature:

c) Project Designer - Name & Title:

Street Address:

City:

State:

Zip:

Phone:

Email:

Signature:

d) Mayor Name:

Street Address:

City:

State:

Zip:

Phone:

Email:

Signature:

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2) Project Type

Select one or both types as applicable.

- a) **New Construction**
- b) **Trail Enhancement**
(if selected, verification is required under Section 3i)

3) Project Description

Provide a description of how the trail project intends to address the following:

a) **General Goals:**

b) **Access Standards:**

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c) Access to Key Destinations:

d) Diversity:

e) Connectivity to Existing Trails:

f) Connectivity-start and end point of trail:

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g) Concurrency-consistent with local/regional planning:

h) Concurrency-regional significance:

i) Increased Capacity and/or Access (Trail Enhancement Only):

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4) Project Maps & Site Photos

Include the following maps and support materials for the information as requested. Insert electronic files for each of the below as part of the PDF application.

- a) Project Location Map
- b) NJDEP GeoWeb Database Map
- c) National Wetlands Inventory
- d) Project Location Photos – minimum of 6 photos (*with captions and key sheet*)
- e) Project Video (*OPTIONAL*)

5) Project Feasibility

Select a response to the questions below and provide a description supporting the response.

- a) Will any part of the proposed trail project impact streams, rivers, lakes, ponds, flood plains, flood ways, riparian zones, and/or freshwater wetlands?
 - i. If yes, is this an area regulated by NJDEP?
Provide description:

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b) Will any part of the proposed trail project be built in areas with steep slopes (12% or above)?

i. If yes, identify via description and mapping, where within the project area, steep slopes (12% or above) occur?

Provide description:

c) Are there additional environmental constraints located within the area of the proposed trail project not listed above?

i. If yes, identify via descriptions and mapping, what types and where they are located below.

Provide description:

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- d) Provide the estimated square feet of the proposed trail using dimensions outlined in Section 10c (trail length) and 10d (trail width). Estimates shall include width of clearing.
- e) Separate from the trail, provide the estimated square feet of the proposed developed areas such as parking, trailheads, etc.
- i. Does the combined total of items d & e (above) exceed $\frac{1}{4}$ acre?
- ii. If yes, describe how stormwater management is addressed?
- iii. If no, explain generally how drainage will be handled below.
- f) Identify all anticipated permits that may be required to complete the design of the proposed trail project.

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6) Design Proposal, Fee & Schedule

Insert electronic files for each of the below as part of the PDF application

a) Design Proposal

b) Design Fee

c) Design Schedule

7) Project Costs, Match & Requested Grant

Provide the following information.

a) Design Fee =

b) Matching Funds (20% minimum) =

c) Requested Grant (costs minus match) =

8) Preliminary Construction Cost Estimate

Insert electronic file of the preliminary construction cost estimate as part of the PDF application

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9) Funding Strategy

Provide a description and amount of matching funds and sources that will be used.

a) Total Matching Funds (20% minimum)

i. Cash

ii. Other Grant Resources

iii. In-kind Contribution

iv. Indirect Services

b) Long-Term Funding

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10) Trail Design Intent

Provide the following information related to the design intent of the project.

a. Trail Class - select all that apply and include length

	CLASS TYPE	DESCRIPTION	LENGTH (feet/mile)
	Trail Class 1:	Minimally Developed	
	Trail Class 2:	Moderately Developed	
	Trail Class 3:	Developed	
	Trail Class 4:	Highly Developed	
	Trail Class 5:	Fully Developed	

b. Designated Use - select all that apply

	NON-MOTORIZED		MOTORIZED
	Pedestrian/Hiker		Motorized (off-road use)
	Biking/Mountain Biking		ATV (all-terrain vehicle or quad)
	Equestrian		Off Highway Vehicle (OHV-jeeps, etc.)
	Mixed Use		

c. Surface Type - select all that apply

IMPERVIOUS SURFACE		POROUS SURFACE	
TYPE	LENGTH (feet/mile)	TYPE	LENGTH (feet/mile)
Concrete		Wood Chips/Mulch	
Asphalt		Gravel/Stone Dust	
Boardwalk		Native Soil	
Other		Porous Pavement	

d. Design Features

FEATURE	
Trail Width (inches/feet)	
Target Grade (percent)	
Clearing Width (feet/inches)	
Shoulder Width (feet/inches)	

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11) Support Documentation

Provide the following information related to the support and approval of the proposed trail project and grant submission as requested. Insert electronic files for each of the below as part of the PDF application

	Description
a) Governing Body Resolution	
b) Evidence of Resource	
c) Agency Authorization	