

TRAIL CONSTRUCTION GRANT PROGRAM

Letter of Intent

Please complete and submit the **Letter of Intent by Friday, June 28, 2024 by 4:00 P.M.** Provide all information requested in one comprehensive PDF document, including deeds. This should be submitted electronically via e-mail to MCTrailGrantProgram@Morrisparks.net.

1) PROJECT NAME: _____

2) FUNDING CATEGORY: (check one)

- Design & Permitting** (requires virtual pre-application meeting)
- Construction – MINOR** (requires pre-approval and virtual pre-application meeting)
- Construction – MAJOR** (requires virtual pre-application meeting)

3) PROJECT CATEGORY:

- New Trail**
- Trail Enhancement**

The Trail Enhancement category is for projects that propose to improve design and/or surface type of existing trails to accommodate increased capacity and/or make the trail ADA compliant. The Trail Enhancement category is not intended to be an in-kind replacement of current conditions. Deferred maintenance activities are not eligible under this category

4) APPLICANT INFORMATION:

Municipality: _____

Address: _____ City/State/Zip: _____

5) PROJECT CONTACT INFORMATION:

The project contact must be a municipal employee who will serve as the primary point of contact for the project. Volunteers are not eligible. Consultants and volunteers are not eligible.

Name & Title: _____

Daytime phone: _____ Email: _____

6) PROPERTY OWNERSHIP VERIFICATION:

In order to be considered each applicant shall verify ownership and/or authorization of use through legal agreement(s) such as deeds, easements, or license agreements of ALL properties included as part of the proposed project.

All property must be permanently preserved public parkland (via deed restrictions), easements permanently dedicated for public parkland use, or license agreements for projects that are officially adopted as part of the municipal Recreation and Open Space Inventory (ROSI) or are located on County owned property.

Provide copies of deeds and/or agreements such as easements verifying ownership of property. Provide a summary of all parcels in the chart provided including ownership information.

Please note if an easement is in the process of being acquired submit a letter from the property owner demonstrating their willingness to approve said easement to the applicant for the referenced project with this Letter of Intent submission.

***REMINDER - The Trail Construction Grant Applications are due on
Wednesday, July 31, 2024 at 4:00 PM***

TRAIL CONSTRUCTION GRANT PROGRAM

Letter of Intent

PARCEL NO.	Type of Ownership			Block	Lot	Permanently Preserved Public Parkland	Name of Owner
	Fee Simple	Easement	License				
PARCEL NO. 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
PARCEL NO. 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
PARCEL NO. 3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
PARCEL NO. 4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
PARCEL NO. 5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/> Yes <input type="checkbox"/> No	
PARCEL NO. 6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			<input type="checkbox"/> Yes <input type="checkbox"/> No	

7) PROJECT MAP:

Provide a project map that shows the proposed trail location along with parcel information including block and lot for all of the parcels required to complete the project. Parcel information shall also be listed separately in the chart above.

8) ESTIMATED PROJECT COSTS:

CHOOSE ONE: Provide **ESTIMATED** project costs for either Design or Construction funding category below. Include matching funds and anticipated requested grant amount.

DESIGN & PERMITTING	AMOUNT
TOTAL DESIGN FEE	\$ _____
MATCHING FUNDS (20% Min.)	- \$ _____
AMOUNT OF REQUESTED GRANT	\$ _____
<i>Subtract matching funds from project total to calculate the requested grant amount</i>	

CONSTRUCTION	AMOUNT
TOTAL CONSTRUCTION COSTS	\$ _____
MATCHING FUNDS (20% Min.)	- \$ _____
AMOUNT OF REQUESTED GRANT	\$ _____
<i>Subtract matching funds from project total to calculate the requested grant amount</i>	

9) SIGNATURE:

Mayor's Signature (required)

Date

REMINDER: Applications are due on 07/31/2024 including the following:

- 1) Verification of all matching funds.
- 2) Completed application and supplemental materials.
- 3) Governing Body Resolution stating that the local municipality is in support of the project and will provide full funding in advance, given the grant will be reimbursed upon completion of the project.

**REMINDER - The Trail Construction Grant Applications are due on
Wednesday, July 31, 2024 at 4:00 PM**