



CLEAN WATER MANAGEMENT TRUST FUND GREENWAYS APPLICATION FORM

12/07/09

1. Application Checklist

A complete application package must include THREE, UNBOUND sets of the items listed below, suitable for photocopying.

Project Narrative

CWMTF Acquisition Application Form, including budget on CWMTF budget template

Maps and Aerial Imagery: All maps must be 8.5" x 11" suitable for photocopying.

Property Card

List of Applicant's Governing Board Members and brief explanation of how they are appointed

Resolution from applicant's governing board supporting application to CWMTF

501(c)(3) organizations: certification of tax-exempt status

Applicant Signature

To be considered for funding, you must read and complete the following:

I have examined the CWMTF application package which includes the items listed above and to the best of my knowledge, they are accurate and complete. The organization I represent has the authority to enter into a grant agreement that may result from this grant application.

Name of applicant organization:

Signature of applicant: _____

Typed or printed name:

Title:

Date:

2. Applicant Information

Organization Name

Applicant Type

Name of Greenway System or Regional Trail

Requested CWMTF Grant Amount
(=Total CWMTF Request from Budget Template) \$

Total Project Cost
(=Total Project Cost from Budget Template) \$

Project duration in months

Grant Contact Name and Title (responsible for signing contract) :

Contact Address:

Work Phone:

Mobile Phone:

Fax Number:

Email:

Project Manager Name and Title (responsible for technical aspects of project):

Work Phone

Email

Federal Tax Number

Fiscal Year End Date

3. Project Location

River Basin

County

CWMTF Region

Latitude (degrees, minutes, seconds)

Longitude (degrees, minutes, seconds)

4. Greenway System Information

4.1. Name of organization responsible for implementing and maintaining the greenway or regional trail:

4.2. Total corridor length of the greenway system

4.3. Average width of greenway corridor

4.4. Will the purchase be fee simple or conservation agreement?

4.5. What is the average width of the subject tract in this application?

5. Impervious Surface

5.1. What trail width is planned?

5.2. What percentage of the tract will be impervious?

- All trail surfaces are considered impervious. Calculate percent impervious by dividing the total area of impervious surfaces by the total area of the tract.

6. Trail Setback from Top of Stream

6.1. What is the planned average distance from the stream bank to the trail on the subject tract of this application?

6.2. What percent of the trail length will follow an existing utility corridor or service road?

7. Conservation Agreement

7.1. Describe restrictions that are proposed in the greenway or regional trail corridor. Include restrictions in different zones, if that applies. You may accept the CWMTF standard easement.

7.2. Complete the following table:

Property Owner Name	Property Identification Number	Easement One side or both?	Average easement width	Approx. easement length (LF)	Approx. easement acres

8. Access Points to Trail

8.1. Describe efforts to provide public access to the greenway system or regional trail. (Access points include existing parks, new parking areas, access from public lands or trails, etc.)

9. Potential Users

9.1. Who do you envision would use the trail?

9.2. What is the resident population within 10 miles of the project location?

10. Links to Existing Trail

10.1. Does this tract border an existing greenway or regional trail?

10.2. When is construction of the trail anticipated?

11. Additional Uses and Benefits

11.1. In addition to a trail, what developed activities would be provided for recreation or education?

11.2. In addition to a trail setback, does the project include measures for environmental or water quality improvement or protection?

12. Budget and Matching Resources

12.1. Budget

Complete the budget template. Include all of the items listed. You may add additional lines for CWMTF to consider.

Budget Notes:

- CWMTF will not reimburse costs incurred prior to award approval date.
- Appraisals A second appraisal is required if the value of the tract is \geq \$500,000. All appraisals must be ordered in consultation with the Trust Fund's Real Property Agent in the State Property Office.
- Project Administration Costs Conservation nonprofits and local governments may request project administration costs for up to a maximum allowed amount per grant calculated at 10% of the transaction costs of a project (such as surveys, appraisals, legal costs, etc.) with a cap of \$25,000 per grant. Costs must be direct labor costs towards project administration.
- Attorney's Opinion Letter [click here for a template that may be used for the required Attorney's opinion letter](#)

12.2. Matching Resources

- Match must be verifiable from grant recipient's records and must be necessary for the completion of the project objectives.
- CWMTF grant awards may not be used as matching funds for other CWMTF awards. Funds used as match on prior CWMTF grant awards may not be used as match on other CWMTF grant awards.
- *CWMTF trustees may consider approving credit for matching funds contributions for work with matching funds prior to the grant award approval date if specifically requested by applicant at time of application and approved by the CWMTF Board of Trustees.*

GREENWAYS PROJECT BUDGET

Complete the budget below; you may include additional line items. CWMTF may require additional breakdown of items.

Item	Requested CWMTF Funds	Matching Funds	Total Project Cost
A. Property Acquisition List each property on a separate line. Include # of acres to be purchased.			
B. Appraisal			
C. 2 nd appraisal if the value of the Property is > \$500,000			
D. Phase 1 Environmental Site Assessments			
E. Surveys and Legal Descriptions			
F. Construction of Trails or Facilities	NA		
G. Ad Valorem Taxes			
H. Title Insurance			
I. Legal Fees and Closing Costs			
J. Attorney's Opinion Letter			
K. Recording Fees			
L. Rollback Taxes (if applicable)			
M. Project Administration Cost (conservation non-profits and local governments may request up to 10% of transaction costs not to exceed \$25,000)			
N. Totals			
O. Total cost of Acquisition expressed as cost/acre* =			

*Calculate cost/acre based on total project acres (CWMTF plus matching acres)

12.1.1. How was the cost of the fee simple purchase or conservation easement estimated?

12.1.2. Give the estimates for the following:

Cost per acre for riparian acres	
Cost per acre for upland acres	

12.1.3. Identify any work to be started before CWMTF grant award decisions (assume December of each year) for which you would request approval of matching funds.

MATCHING RESOURCES

Activities accomplished using matching resources must be directly related to the completion of the project.

12.2.1. Complete the table below.

Type Of Matching Funds	Matching Funds within 300' of stream	Matching Funds outside 300' of stream	Source Of Matching Funds	Availability
Cash value match-acquisition				
Cash value match-construction				
Fee simple donation				
Bargain sale match				
Donated easement to be held by state as CWMTF standard easement				
Donated easement to be held by applicant as other than CWMTF standard easement				
In-Kind services – specify task(s) to be completed				
Other funds- specify task(s) to be completed				
Totals				

12.2.2. If the match is a donated conservation easement, how was the value of the donation calculated?

12.2.3. What other state or federal grant programs are available to fund this project?

12.2.4. What other funding sources have you pursued?