



**STATE OF CONNECTICUT
DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF OUTDOOR RECREATION
DIVISION OF STATE PARKS & PUBLIC OUTREACH**

Recreational Trails Program Application

Print or type unless otherwise noted.

NOTE: Projects selected for funding under this program are subject to the requirements of the National Environmental Policy Act (NEPA); the Clean Water Act (CWA); the Uniform Relocation and Real Property Acquisition Policies Act of 1970 (Uniform Act); the American with Disabilities Act and the Civil Rights act of 1964; and the National Historic Preservation Act (NHPA), each as amended. No recreational project using federal funds shall discriminate on the grounds of race, color, or national origin and may not exclude any person from the use of such improvement or new trail facility. For more information please see 49 CFR Part 21. The requirements of Section 4(f) of the FHWA regulations do not apply to this program.

DEP USE ONLY	
<input type="checkbox"/>	Approved
<input type="checkbox"/>	Denied
By:	_____

Part I: General Information

Project Title: Colchester Spur Trail Improvements			
Estimated Project Cost: \$ 49,500		(include labor)	
Total Amount Requested: \$ 39,600		(up to 80% of total cost)	
Total Project Area:	Acres:	Length of Trail: 7300ft	
Project Proposal Type (check appropriate box):			
<input type="checkbox"/> Development	<input checked="" type="checkbox"/> Renovation	<input type="checkbox"/> Maintenance	<input type="checkbox"/> Acquisition <input type="checkbox"/> Education

Part II: Applicant Information

1. Applicant Information:			
Name: Jason Cohen		Title: Director of Parks & Rec.	
Mailing Address: 127 Norwich Ave			
City/Town: Colchester	State: CT	Zip Code: 06415	
Business Phone: 860 537 7295	ext.	Fax: 888 486 6093	
Email: jcohen@colchesterct.gov			
2. Chief Executive Officer:			
Name: Linda Hodge		Title: First Selectman	
Mailing Address: 127 Norwich Ave			
City/Town: Colchester	State: CT	Zip Code: 06415	
Business Phone: 860 537 7220	ext.	Fax: 860 537 0547	
Email: selectman@colchesterct.gov			

Part II: Applicant Information (continued)

3. Grant Administrator:

Name: **Jason Cohen**

Title: **Director of Parks & Rec.**

Address: **127 Norwich Ave**

City/Town: **Colchester**

State: **CT**

Zip Code: **06415**

Business Phone: **860 537 7295**

ext.

Fax: **888 468 6093**

Email: **jcohen@colchesterct.gov**

4. Organization or Municipality's Tax ID (FEIN) Number: **06-6001974**

5. Legal name for your Organization (www.concord-sots.ct.gov) or Municipality (www.ct.gov):

Town of Colchester

6. Legislative District (STATE):**CT**

(www.cga.ct.gov)

7. US Congressional District: **2**

(www.house.gov)

8. Property owner information, if different than applicant:

Name: **Town of Colchester**

Title:

Mailing Address: **127 Norwich Ave**

City/Town: **Colchester**

State: **CT**

Zip Code: **06415**

Business Phone: **860 537 7220**

ext.

Fax: **860 537 0547**

Email: **townhall@colchesterct.gov**

Note: If the applicant is not the property owner, permission for public recreational access must be documented. Include such documentation as Attachment A.

Part III: Project Information

1. Project Description: Describe the project as it relates to providing and/or enhancing a public recreational trail. Trail projects must be on publicly accessible land. Describe any unique or imaginative ways this project will meet the recreational need of the community.

While the Colchester Spur of the Air Line Trail was developed in recent years, the main entrance and trailhead were never fully developed due to lack of funding. With the trail entrance set back quite a ways from the road, it is virtually impossible for someone unfamiliar with the area to find it. By upgrading the entrance with a resurfaced driveway, expanded parking and proper signage, the trail will receive greatly increased use and visibility.

An additional parking area would also be added where the trail crosses Old Amston Road.

Additionally, the trail surface has deteriorated significantly due to heavy runoff. This project would re-surface the full length of trail through re-grading and reapplication of stonedust.

The trail would be further improved through screened fencing that obscures views of a junkyard that runs along the west edge of a portion of the trails, as well as benches placed at appropriate intervals.

The land is owned by the Town of Colchester.

Check here if additional sheets are necessary, and label and attach them to this sheet.

Part III: Project Information (continued)

2. Check the Yes or No box as applicable and provide details as specified.

Yes No

- This is a project that is noted in DEP's Recreational Trails Plan (www.ct.gov/dep/recreation)
- This project connects to and extends trail(s) on state owned land.
- This project is included in a local and/or regional plan. Provide copies of relevant excerpts as Attachment B.
- This project is located in more than one town or provides a link to one or more towns.
- This is the Next Phase of a project previously **completed** (no outstanding grant balance) and funded by DEP's RTP.
- This project is part of an alternative transportation plan (bike ped, etc).
- This project is part of a CT Greenways Council designated greenway. If Yes, provide the name of the Greenway:

Judd Brook Greenway (attached to Air Line Trail)

- This project is the first of a kind or in the area.
- This project is receiving funding from other State or Federal agencies. If Yes, provide source of funding:
- This project incorporates a Safe Routes to School program.
- This project serves an urbanized area.

3. Project Maps. Include a project location map presented on a USGS Quadrangle (<http://edcsns17.cr.usgs.gov/EarthExplorer>) and a more detailed site plan showing the proposed trail bed improvements, trail heads, locations and technical drawings of trail amenities (parking areas, benches, plantings, fencing, bathrooms, etc.) and signs and/or kiosks and bridges and/or boardwalks as Attachment C. Digital photos and maps (digital photos taken of hard copy maps are acceptable) are preferred.

4. Site Suitability: Check the Yes or No box as applicable and provide details as specified:

Yes No

- Inland Wetlands permits are needed for this project. If Yes, provide copies if they have been obtained as Attachment D.
- Conservation Commission permits are needed for this project. If Yes, provide copies if they have been obtained as Attachment D.
- Recreation Commission permits are needed for this project. If Yes, provide copies if they have been obtained as Attachment D.
- Other permits (Corps of Engineers, etc.) are needed for this project. If Yes, list them in the space provided and provide copies if they have been obtained as Attachment D.

Part III: Project Information (continued)

4. Site Suitability: (continued)

Yes No

- The project is located in a Federal Emergency Management Agency (FEMA) floodzone. You can find FEMA information at your town hall in the building department or on the Internet at FEMA's map center (www.msc.fema.gov): If your proposal is recommended for funding by the Recreational Trails Advisory Committee, it will be forwarded to DEP's Inland Water Resources Division staff for assessment of the need for Flood Management Certification (FMC). As a part of your contractual obligations, your project work within the flood plain will not be able to begin until FMC is obtained. Other restrictions may be attached.
- The project is within an aquifer protection area.
[To view the applicable list of towns and maps visit the DEP website at www.ct.gov/dep/aquiferprotection.
To speak with someone about the Aquifer Protection Areas, call 860-424-3020]
- The project lies within an area identified by the CT DEP Natural Diversity Data Base as possibly containing endangered species. If Yes, and your proposal is recommended for funding by the Recreational Trails Advisory Committee, it will be forwarded to NDDB staff for assessment. Any restrictions will become part of your contractual obligations.
[For more information visit the DEP website at www.ct.gov/dep/endangeredspecies (Review/Data Requests) or call the NDDB at 860-424-3011]
- The project may impact historical, geologic or archaeological sites. If Yes, projects will not be considered by the Federal Highways Administration for funding without a letter from State Historic Preservation Office (SHPO) finding no impact on cultural/archaeological resources. If your proposal is recommended for funding by the Recreational Trails Advisory Committee, it will be forwarded to the SHPO for assessment. If further investigation by the SHPO is recommended, your project funding will be delayed until such investigations are completed. Non-profit organizations and municipalities are eligible for up to \$20,000.00 on a non-matching basis to undertake general area (property/properties, municipality, watershed) archaeological reconnaissance surveys. Contact SHPO for details at 860-256-2761.
- Is the project within the coastal area?
www.ct.gov/dep/gis (GIS Data)

Part III: Project Information (continued)

4. Site Suitability: (continued)

Yes No

- Are there reserved rights/restrictions or environmental intrusions (power lines, dumps, factories, roads, etc.) on or in close proximity to the trail? If Yes, please give details:

Power lines cross the trail at one location just above Amston Rd.

- The trail passes through a residential neighborhood. If Yes, residents must be informed about the project scope. Provide letters or other informational material that was provided or minutes from public meeting(s) as Attachment E.
- The property through which the trail will pass is suspected of containing hazardous and/or contaminated materials. What has been done to screen for these materials?

Check here if additional sheets are necessary, and label and attach them to this sheet.

Part III: Project Information (continued)

5. Site Accessibility and User Group Information:

- a) Please identify the major service area(s) (neighborhood(s), city(ies), which would be affected by this trail. Indicate the approximate mileage the primary service areas would need to travel to access this site.

Colchester, Hebron - within direct walking distance; however the trail and spur are utilized regionally and even statewide (as noted in State Recreational Trails Plan).

- b) Within the identified primary service area is there any elderly housing projects, housing authority (public housing), ethnic community or low or very low-income areas or neighborhoods?

Yes No

Please describe the methods or means by which these user groups will access the site.

There are a number of 55-and-over developments, many within walking distance of the trail.

- c) What is the estimated population of the project area?

25,000

- d) Will this trail be multi-use or single-use?

multi-use

- e) Which user group or groups would be utilizing this trail? Provide some indication of use intensity expected (i.e. user/week) and method of transportation (pedestrian/hiker, mountain biker, trail bike).

pedestrian/hiker, bikes (mountain and trail), horses

use intensity: difficult to ascertain

Check here if additional sheets are necessary, and label and attach them to this sheet.

Part III: Project Information (continued)

- f) If this project is multi-use, is there the possibility of conflicting use? Yes No
If Yes, how will these conflicts be resolved?

- g) To what degree will this project provide assistance to people who have disabilities? Your project must use the best information available to ensure broad usability. List any ADA trailside amenities or trailhead facilities that are available (such as platforms, parking areas, shelters, compost toilets, etc.) to improve accessibility for people with disabilities. Please note: Often times, taking accessibility measures is not feasible on trails due to trail terrain, environmental conditions, nature of the setting, prevailing construction methods or required materials that would be prohibited by federal, state, or local laws or where compliance would cause substantial harm to or alter cultural, historic, religious, or significant natural features of the setting. See the Forest Service website (www.fs.fed.us/recreation) for the best available guidance for trail projects.

With these proposed improvements, the trails, lots and trailheads will be accessible.

Check here if additional sheets are necessary, and label and attach them to this sheet.

Part III: Project Information (continued)

6. Public Participation: Public participation can be defined as: special public meetings, proposal reviewed by special interest groups or advisory councils and boards, public fund raising, construction or maintenance, etc.

- a) Please describe how public participation at the local level was included in planning this project. Evidence of this public participation should be provided, such as public notices, news releases, public surveys, minutes and news articles as Attachment F.

The Colchester Land Trust reviewed the proposal and provided feedback and input on the final draft.

A local newspaper column about the grant request was released as well.

- b) If appropriate, provide letters of support for your project as Attachment G.

Check here if additional sheets are necessary, and label and attach them to this sheet.

Part III: Project Information (continued)

7. Scope of work: You will be granted 3 years to complete your project. Provide your "Project Tasks and Anticipated Completion Timeline," as Attachment H in a table format as shown below.

<i>Project Tasks and Anticipated Completion Timeline</i>		
Tasks	Person(s) Performing Work	Anticipated Completion Date
Task 1	Staff and volunteers	March 2010
Task 2	Consultant (name here)	October 2010

8. Funding Mechanism: This is a reimbursement program; funds are to be expended within the approved project period before reimbursement is available for up to 80% of your total project costs.
- a) Provide documentation such as a copy of a Capitol Budget, Written Pledges or Special Fund Account showing the source and availability of funds as Attachment I.
 - b) A 20% match is required. Will the project include a donation of land, cash, equipment or labor from private organizations, agencies, companies or individuals? Yes No

Please list and explain the pledge or services which will be donated.

Match will be provided through labor and equipment, primarily by Parks & Recreation and Public Works (Highway) Departments.

9. Maintenance Plan: Grantees are required to maintain projects that utilize Recreational Trails Grant funds and to provide assurance of such operation and maintenance for a period not to exceed the life expectancy of the trail, ten years, or until total destruction or degradation by an act of nature, whichever comes first. All projects **must** provide a description of how the trail will be maintained including who will be responsible, who will perform the maintenance and how will it be performed, anticipated maintenance schedule, anticipated maintenance budget and funding mechanism(s). Provide maintenance plan as Attachment J.

Part III: Project Information (continued)

10. Project Cost Estimates: Provide an itemized project cost breakdown as Attachment K. Describe the means by which said cost was derived. List any engineers, appraisers, contractors or manufacturers that were consulted. Use the following table format shown below

Name of Grantee	
Project Cost Estimates	
Item (should correspond to your scope of work and may have more detail)	Cost
Task 1 Item a	\$1,500.00
Task 1 Item b	\$300.00
Task 2 Item a	\$1,000.00
Task 3 Item a	\$500.00
Task 3 Item b	\$1,000.00
Task 3 Item c	\$700.00
TOTAL Project Costs	\$5,000.00
Match ($\geq 20\%$ of total project costs.)	\$1,700.00
Grant Amount ($\leq 80\%$ of total project costs)	\$3,300.00

Match Requirements: Matching contribution may be in the form of in-kind labor and/or equipment, equipment lease/rental or material purchase or donation above and beyond the grant amount. In-kind labor shall be defined as the pay rate for that particular job function as defined by the State of Connecticut, Department of Labor, Prevailing Wage Rate for the area. No fringe or indirect cost shall be added to In-kind labor. Equipment shall be credited at the rate allowable by the current Federal Emergency Management Agency (FEMA), Schedule of Equipment Rates (www.fema.gov/government) or a rate mutually agreed upon should said equipment not be listed, or the full amount if equipment is leased or rented.

11. If you are proposing a **Land Acquisition Project** provide the following information as Attachment L.

- a. Appraisal - You must submit an appraisal of the land to be acquired, and a review of the appraisal by an independent review appraiser. The review appraiser must certify that the appraisal meets the standards of the Uniform Appraisal Standards for Federal Land Acquisitions, found at www.usdoj.gov.
- b. Regulations - Projects involving land acquisition must also conform to the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 42 U.S.C. § 4601 et seq., as amended, found at www.fhwa.dot.gov. These regulations apply to evaluating the acquisition of real property and any potential displacement activities. Provide proof of compliance with these regulations.

12. If you are proposing an **Educational Project**, complete and submit the "Educational Project Supplemental Application" (DEP-TRAILS-APP-001A) as Attachment M.

Part IV: Supporting Documents

Please check the attachments submitted as verification that *all* applicable attachments have been submitted with this application form. When submitting any supporting documents, please label the documents as indicated in this part (e.g. Attachment A, etc.) and be sure to include the applicant's name.

<input type="checkbox"/>	Attachment A:	If the applicant is not the property owner, permission for public recreational access must be documented. Include such documentation as Attachment A.
<input checked="" type="checkbox"/>	Attachment B:	If this project is included in a local and/or regional plan provide copies of relevant excerpts as Attachment B.
<input checked="" type="checkbox"/>	Attachment C:	Provide project location map and detailed site plan as described in Part III, item 3 of this application.
<input type="checkbox"/>	Attachment D:	If other permits such as Inland Wetlands, Conservation Commission, Recreation Commission, Corps of Engineers, etc. are needed for this project, provide copies of these permits if they have been obtained as Attachment D.
<input type="checkbox"/>	Attachment E:	If the subject trail passes through a residential neighborhood, provide letters or other informational material that was provided or minutes from public meeting(s) as Attachment E.
<input checked="" type="checkbox"/>	Attachment F:	Provide, as Attachment F, evidence of public participation at the local level as described in Part III, item 6 of this application.
<input type="checkbox"/>	Attachment G:	If applicable, provide letters of support for your project as Attachment G.
<input checked="" type="checkbox"/>	Attachment H:	Provide project tasks as described in Part III, item 7 of this application.
<input checked="" type="checkbox"/>	Attachment I:	Provide funding documentation as described in Part III, item 8 of this application.
<input checked="" type="checkbox"/>	Attachment J:	Provide Maintenance Plan as described in Part III, item 9 of this application.
<input checked="" type="checkbox"/>	Attachment K:	Provide Project Cost Estimate as described in Part III, item 10 of this application.
<input type="checkbox"/>	Attachment L:	If the subject proposal is for a Land Acquisition Project, provide information described in Part III, item 11 of this application.
<input type="checkbox"/>	Attachment M:	If the subject proposal is for an Educational Project, complete and submit "Educational Project Supplemental Application" (DEP-TRAILS-APP-001A).

Part V: Applicant Certification

The applicant *and* the individual(s) responsible for actually preparing the applicant must sign this part. An application will be considered incomplete unless all required signatures are provided. [If the applicant is the preparer, please mark N/A in the spaces provided for the preparer.]

"I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that based on reasonable investigation, including my inquiry of the individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief.

I understand that a false statement in the submitted information may be punishable as a criminal offense, in accordance with section 22a-6 of the General Statutes, pursuant to section 53a-157b of the General Statutes, and in accordance with any other applicable statute.

I certify that this application is on complete and accurate forms as prescribed by the commissioner without alteration of the text."

Signature of Applicant

Date

Name of Applicant (print or type)

Title (if applicable)

Signature of Preparer (if different than above)

Date

Name of Preparer (print or type)

Title (if applicable)

Submission and Deadline: Proposals must be received by **September 1 of each year.**

- a. Email, laurie.giannotti@ct.gov

OR

- b. Mail reports **on a CD** or other electronic storage device as appropriate to:

Laurie Giannotti, Trails & Greenways Program Coordinator
Department of Environmental Protection
79 Elm Street
Hartford, CT 06106-5127

OR

- c. If you must send paper proposals, send 4 copies (1 must contain color maps) to the above address.

Supplemental Project Information (continued)

3. **Educational Method:** How will you educate your audience? Will you produce printed material, signage, website, lectures or workshops? Give details about how you propose to deliver your information and tell us why it is the preferred method.

4. **Partnerships:** Describe any participation or sponsorship with other groups and/or the public to develop, deliver and maintain your educational program.

5. **Demonstration of Results:** How will you know if your educational message has been delivered and received by the audience?

Check here if additional sheets are necessary, and label and attach them to this sheet.