



BARNABAS MCHENRY
Chairman
Greenway Council

Greenway Conservancy for the Hudson River Valley Trail Grant Program Application

Note: You must save this form to your computer before filling it out. Forms must be completed using Adobe Acrobat 7.0 or higher.

Trail Type (check **only** one): On-Land Water Trail

Check the **one** category that best fits your project:

Trail Construction

____Trail Rehabilitation or Improvement

____Trail Planning or Design

____Trail Education or Interpretation

1. Project Name: _____

2. Lead Applicant Organization or Municipality:

In County:

3. Co-Applicant(s) (if any):

4. Project Location: County/Counties

City/Town/Village(s)

Project Site Address:

City/Town/Village:

State: _____ Zip Code: _____

5. Federal ID#:

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Applications must be Emailed by: 4:00 PM, May 8, 2020

**Applicant Match includes cash, in-kind services and other monies from eligible grants and must match or exceed Greenway Funds Requested.*

***Other Funding includes federal, state, and other grants not reflected in Applicant Match.*

6. Applicant's Interest in Property (e.g. own, lease, easement, etc.): _____

7. Legislative Districts: [Senate](#): _____ [Assembly](#): _____

8. Check category of Lead Applicant: _____Municipality _____Not-for-Profit Corporation

***All not-for-profits must include a copy of their IRS Determination Letter and latest audit, or financial statement if not audited.**

9. Signatory and Lead Contact Information

Signatory of Lead Applicant Organization

Name: _____

Title: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email 1: _____

Lead Contact Person (if different from Signatory):

Name: _____

Title: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email 1: _____

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PART C—PROJECT DESCRIPTION

___ Project connects to New York Empire State Trail (Education/Interpretation projects not eligible)

Project Description

Please provide a brief project description, which addresses all relevant project issues, including how your project fits one of the Project Category priorities in the Trail Grant Program Guidelines page 5, and how it addresses any of the Additional Criteria. Detail how the project connects to the New York Empire State Trail (if applicable; Education or Interpretation projects not eligible). The narrative must also explain how the project will promote at least one or more of the Greenway Criteria. A 1-page narrative is preferred; however, you may attach additional pages. **Minimum font size 10 point**
Narrative must not exceed 3 pages.

PART D— WORK PROGRAM & TIME LINE

Work Program & Time Line: Briefly list the proposed work program by task or phase, associated with the project to be funded under this grant request. **This grant can only cover work performed and completed after the award date. This date also applies to all match counted toward awards.**

Project Start Date: _____

Expected Project Completion Date: _____

<u>Description</u>	<u>Start Date</u>	<u>Completion Date</u>
Phase/Task 1: _____	_____	_____
Phase/Task 2: _____	_____	_____
Phase/Task 3: _____	_____	_____
Phase/Task 4: _____	_____	_____
Phase/Task 5: _____	_____	_____
Phase/Task 6: _____	_____	_____
Phase/Task 7: _____	_____	_____
Phase/Task 8: _____	_____	_____
Phase/Task 9: _____	_____	_____
Phase/Task 10: _____	_____	_____

Budget: For your application to be considered complete and accepted, you must fill out the Budget Summary Excel file. Please send this Excel file. Do not print out and scan.

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Environmental/Historic/Coastal Consistency Reviews

Does the project require a permit approval or funding from any other governmental agency (federal, state or local)?

_____ No _____ Yes If "yes", list the agency(ies) and permit/approvals:

SEQRA Status – Please select the appropriate action type:

Type 1

Type 2

Unlisted

For further guidance, see <http://www.dec.ny.gov/permits/6203.html>

If the project is a Type I or Unlisted Action, please attach the [Environmental Assessment Form](#)

If a Determination of Significance has been established, what was the determination?

Regional Economic Development Council Strategic Plans

Please check the Regional Economic Development Council(s) in which the project will take place: (For guidance, please see <http://regionalcouncils.ny.gov>)

Capital Region _____

Mid-Hudson Region _____

New York City _____

Please list the specific numbers of the goals and strategies of the region's strategic plan that your project will help implement:

Municipal/Board Grant Request Resolution*:

An approved municipal or non-profit board resolution authorizing and endorsing this grant application must be provided before the application can be considered complete. A sample municipal resolution and not for profit certification/resolution are provided in the guidelines.

***Note: If your Board does not meet until after the application deadline, please complete the following:**
The municipal board will be considering a resolution for this project to be voted on the following date:

_____.
The resolution will be sent to the Greenway office within 48 hours of this meeting date.

Certification: Please read and sign the following. Digital signatures are acceptable. Unsigned applications will not be considered for funding

"I hereby affirm under penalty of perjury that information provided on this form and attached statements and exhibits is true to the best of my knowledge and belief. False statements made herein are punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal law

Name: _____ Title: _____

Signature: _____ Date: _____

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Application Requirements & Checklist

Please note: Applicants must complete or release previously awarded projects through the Greenway Conservancy Trail Grant Program before being eligible to receive funding in this round.

You must submit the following by the deadline. Failure to include any of the required elements may make your application ineligible for consideration.

____ **1) Email Submission:** A complete electronic copy of all application materials (a single PDF document is preferred) should be emailed to grants@hudsongreenway.ny.gov **Attach original Excel budget as a separate file.**

____ **2) Completed and signed Greenway Conservancy for the Hudson River Valley Trail Grant Application Form including signature by elected official or head of organization. Please note:**

- * Not-for-profits must include Federal ID #, Charities Registration # and IRS determination letter
- * Municipalities must include Federal Tax ID#

____ **3) Completed Budget Summary Excel File** (Do not print out and scan)

____ **4) Financial Information:** Not-for-profits must include Federal ID #, Charities Registration #, IRS determination letter, and latest financial audit. Municipalities must include Federal Tax ID#. If your organization is not required to have an audit, please provide a copy of your most recent financial statements.

____ **5) Resolution(s):** All applicants are required to pass a resolution by the governing body authorizing the grant application. The applicant municipality must obtain the approval/endorsement of the governing body of the municipality or municipalities in which the project will be located. Include the signed and dated resolution in your application. Not-for-profit corporations must submit an approved municipal letter(s) of support in addition to their own resolution. *Note: If your Board does not meet until after the application deadline, please complete the related section on page 5.

____ **6) Map(s) of the proposed project area:** Please include a map of the proposed project area, including its location within the county, as well as a more detailed depiction of the project site. Please include any nearby trails. Include GPS coordinates of the planned or existing trailhead where appropriate. If your project involves the installation of signs, please show locations of signs to be installed. Maps must be legible. See Google maps for a simple way to produce a legible map: <https://maps.google.com/>

____ **7) Supporting Information:** Where appropriate, include photos, plans, drawings and other documents that highlight the need for this project. Letters of support from partners and beneficiaries of the proposed project are also recommended.

____ **8) Ownership Interest:** Include documentation of ownership interest in the property (deed) if applicable, and, if the applicant is not the landowner, a written agreement with the landowner.

____ **9) Legal Compliance:** Please indicate that you have applied for all local, state and federal permits. Your project must comply with all local, state and federal laws and requirements. Funds will be contingent on proof of such permits.

____ **10) SEQRA Compliance:** If project is a Type I or Unlisted Action, please attach the completed [Environmental Assessment Form](#).

____ **11) Not-for-profit Corporations** must also submit a copy of their latest financial audit and IRS Determination Letter. If your organization is not required to have an audit, please provide a copy of your most recent financial statements.

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