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Greenway Conservancy for the Hudson River Valley Trail Grant Program Guidelines

About the Greenway Conservancy
The Greenway Conservancy for the Hudson River Valley is a public benefit corporation that was established in part to facilitate and support the creation of the Hudson River Valley Greenway Trail System, a trail network that provides physical and visual access to the Hudson River where possible, from New York City to the Capital Region. In addition, the Greenway Conservancy encourages the development of trails that link to the Greenway Trail System and major trail corridors, forming a larger regional trail network. See the Hudson River Valley Greenway Trail Connections Plan. Through these carefully planned trail linkages and access points, the Greenway Conservancy seeks to promote and preserve the Hudson Valley's recreational, scenic, natural, cultural, historic and agricultural resources.

Overview
Greenway Trails and The Empire State Trail: In January 2017, Governor Andrew M. Cuomo announced plans for the New York Empire State Trail, a 750-mile multi use trail that will connect New York City to Canada and Albany to Buffalo. The Empire State Trail will connect the Hudson River Valley Greenway Trail and the Erie Canalway Trail, creating the largest state multi-use trail in the nation. The 2018 Greenway Conservancy Trail Grant Program prioritizes links from existing Greenway Trails to the Empire State Trail.

Hudson River Greenway Water Trail: The Water Trail is a series of over 110 access points, day use sites and campsites along 256 miles of the Hudson River and Champlain Canal between Hadley and Whitehall to the north and Manhattan to the south. The goals of the Greenway Water Trail Program are to:

1. Provide launches on both sides of the Hudson River Estuary every ten miles or less and, above the Troy dam, every ten miles or less on at least one side of the river
2. Provide campsites or other overnight accommodations every 15 miles or less
3. Educate users about the safe use of the Hudson River by all boaters

The Greenway Conservancy administers an annual grant program that has offered technical and financial assistance to municipalities and not-for-profit organizations since 1995. Total funding available for 2019 is $500,000 and was allocated through New York State's Environmental Protection Fund. Of that $500,000, a maximum of $50,000 is available for projects on the Hudson River Greenway Water Trail. Funding categories for 2019 include:

- **Trail Construction:** Projects to construct trail segments/water trail sites or trail links that further the goals of the Greenway Trail Program.
- **Trail Planning or Design:** Projects to complete feasibility studies, design or plan trail segments/ water trail sites or trail links that further the goals of the Greenway Trail Program.
- **Trail Rehabilitation or Improvement:** Rehabilitation/Improvement projects, including trail amenities, to improve trails/trail segments/water trail sites that further the goals of the Greenway Trail Program.
- **Trail Education or Interpretation:** Education and Interpretation Projects, including but not limited to: trail signs, kiosks, mobile tours, websites or apps, guides, trail mapping, cartography, brochures, conferences, or workshops.

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

Eligibility Guidelines: Who May Apply?

Applicants must complete projects previously awarded funds through this grant program or release those funds before being eligible to receive funding in this round.

Municipalities and **not-for-profit corporations** located within the **geographic area of the Greenway**, as defined by Article 44 of the Environmental Conservation Law, may apply.

Municipality: A local public authority or public benefit corporation, a county, city, town, village, school district, supervisory district, district corporation, improvement district within a county, city, town or village, or American Indian nation or tribe recognized by the state or the United States, or any combination thereof.

Not-for-Profit Corporation: A corporation formed pursuant to the not-for-profit corporation law and qualified for tax-exempt status under the federal internal revenue code.

Geographic Area of the Greenway: The legislatively defined Greenway area including all of the municipalities within these counties: Albany, Columbia, Dutchess, Orange, Putnam, Rensselaer, Rockland, Saratoga, Ulster, Washington, Westchester, municipalities in Greene County completely or partially outside of the Catskill Park, and those portions of New York and Bronx counties adjacent to the Hudson River and within the city's waterfront revitalization program area pursuant to Executive Law Article 42.

Eligibility Requirements for Hudson River Greenway Water Trail funding:
Launch, campsite and day use site owners located along the Hudson River and Champlain Canal, within the designated Greenway Area, and who are, or wish to become, a part of the water trail system are eligible to participate in the program. Site owners can undertake a variety of projects under this program. The following is a general list of projects that may be funded or provided technical assistance and is intended to provide only general guidance for applicants:

- Creation of new launches, campsites, or amenities
- Additional parking and restroom facilities at some boat launches
- Potable water
- Standardized on-site kayak storage racks

Becoming a Designated Greenway Water Trail Site:
The first step in becoming a Greenway Water Trail Site and becoming eligible for Water Trail funding under this grant program is for the landowner to submit a letter of request to become a designated Water Trail Site. A Greenway staff member will meet with the local landowner for a site visit. Following the site visit the local landowner submits a trail designation application, and SEQR forms. Technical assistance from the Greenway is available in filling out these forms. The request is then forwarded to the Greenway Board for approval. A grant application may be submitted now, but funding will not be made unless the designation request is adopted by the Board of Directors.

Funding Guidelines

Funding Range: Requests for Greenway Conservancy funds may be made in the following categories (please see page 5 for project category descriptions):

- Trail Construction: Up to $75,000
- Trail Design or planning: Up to $40,000
- Trail Rehabilitation or Improvement projects: Up to $20,000
- Trail Education or Interpretation projects: Up to $10,000

Funding Range for Hudson River Greenway Water Trail Grants:

- Construction, design or planning: Up to $20,000
- Rehabilitation or Improvement projects: Up to $10,000
- Education or Interpretation projects: Up to $10,000

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Match Requirement: This is a matching funds program requiring at least a “dollar for dollar” match of funds awarded. Greenway grant assistance toward the cost of the projects shall not exceed 50% of the approved project's cost. **Only** non-state funds are eligible to be used as match. After the grant award is made, the Greenway shall not be responsible for cost-sharing any increases in the total cost of the project. Local match may be provided as “cash,” in-kind services or other non-monetary contributions. Mileage is not reimbursable but may be used for local match.

Disbursement of Funds: Greenway Conservancy grant funds are provided on a reimbursement basis; advance funds are **not** provided. Grantees must document and submit project expenditures, including required match, on a claim for payment form in order to be reimbursed. **For more information on grant administration reimbursement, see: https://hudsongreenway.ny.gov/claims-payment**

Ineligible Costs: Costs associated with the development of municipal comprehensive plans and zoning laws; grant writing costs; and fixed operational costs, including salaries, of the applicant organization.

Timetable: Once the grant is awarded, a project agreement (including a budget, performance timeline and scope of work) will be formalized between the Greenway and the applicant. Please contact the Greenway if you intend to undertake any work before the project agreement is fully approved. **All final reports, images, signs, maps or other final products shall note the financial contribution of the Greenway, and the Greenway logo shall be displayed on all final products in order to receive payment. Drafts of any displays, signs, or publications must be submitted to the Greenway before final production.** The logo will be provided upon request. Contractors must be procured following applicable guidelines.

Requirement for Greenway Trail Nomination

Recipients of Greenway Conservancy grant funds will be required to fill out and submit nomination forms to request designation of their trail as part of the Greenway Trail System, pending completion of the project, if applicable. Designated Hudson River Valley Greenway Trails become a part of the Greenway Trail System, which includes a hiking, biking and paddling network. For more information, please contact the Greenway office at 518-473-3835, or visit our website. The Greenway Trail designation nomination form may be downloaded from the Greenway website at https://hudsongreenway.ny.gov/land-trail

Recipients of Greenway Water Trail funding will be required to post Hudson River Greenway Water Trail signs at their site, mention the Hudson River Greenway Water Trail in all publications related to the grant, include the Water Trail logo in all publications related to the grant, and acknowledge Water Trail funding received from the Greenway.

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Compliance with Applicable Laws
These guidelines apply to all applicants and projects.

Affirmative Action/Equal Employment Opportunity
The Hudson River Valley Greenway is committed to programs of Affirmative Action. Article 15A of the Executive Law pertains to Minority and Women-owned Business Enterprises (MWBE) and Equal Employment Opportunity (EEO). State contracts in excess of $25,000 must meet an MWBE participation goal of 30%, and EEO participation goal of 10%. Municipalities will be required to document and certify their compliance with these regulations.

Environmental/Historic Review Requirements
Before the Greenway takes any action to award or pay grants, the requirements of the State Environmental Quality Review Act (SEQRA) must be met. See http://www.dec.ny.gov/permits/357.html

Coastal Consistency Requirements
Projects located in riverfront communities must meet the consistency requirements of the Department of State's Coastal Management Program. See
http://www.dos.ny.gov/opd/programs/WFRevitalization/coastmgmtprog.html

Project Review and Selection
All grant applications are subject to the review process consistent with Environmental Conservation Law, Article 44-0110, and will be reviewed by the Hudson River Valley Greenway Grants Committee against grant program evaluation criteria and for consistency with the legislated Greenway criteria of natural and cultural resource protection, regional planning, economic development, public access, and heritage and environmental education.

Please note: Under NYS law, all not-for-profit corporations entering into a contract under this program will be required to sign a certification indicating that there is no conflict of interest, that the organization is in good financial standing, and that the funds will be used solely for public purposes.

Other Greenway Funding Opportunities

In addition to this call for Greenway Conservancy grant applications, the Greenway offers other grant opportunities that may be more appropriate for your proposal. Please contact the Greenway for more information about these grant programs hrvg@hudsongreenway.ny.gov, or visit https://hudsongreenway.ny.gov/grants-funding

Hudson River Valley Greenway Community Grant Program Funding for community and regional planning, economic development, natural resource protection, cultural resource protection, scenic resource protection, and open space protection.

Hudson River Valley National Heritage Area Heritage Development Grants Funding for programming, interpretation and marketing that support the mutual goals of the HRVNHA and applicants.

Teaching the Hudson Valley "Explore Awards:" Transportation and admissions costs for school fieldtrips to heritage and environmental destinations in the Hudson River Valley.

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Greenway Conservancy Trail Grant Program
Evaluation and Scoring:

Priority Project Categories: (Note: Each project will be evaluated according to the category chosen by the applicant.) Please address in your narrative how your project conforms to the category chosen. Detail how the project connects to the Empire State Trail (if applicable; Education and Interpretation projects not eligible) Also see the Hudson River Valley Greenway Trail Connections Plan.

1. *Projects to construct trail segments or trail links that further the goals of the Greenway Trail Program.* *Priority given to projects that make a connection to the New York Empire State Trail* https://www.ny.gov/programs/empire-state-trail (max 45 points)

- Construction of a new trail segment/Water Trail site of the Greenway Trail (17)
- Makes a connection to the New York Empire State Trail (10)
- Links to existing segments of the Greenway Trail System (10)
- Connects communities to Hudson River or other significant natural, historic, or cultural resources (4)
- Project includes maintenance provisions and encourages stewardship among community user groups (4)

2. *Projects to complete feasibility studies, design or plan trail segments or trail links that further the goals of the Greenway Trail Program.* *Priority given to projects that make a connection to the New York Empire State Trail* (max 43 points)

- Develops trail plans for new trail segments/Water Trail sites of the Greenway Trail (15)
- Makes a connection to the New York Empire State Trail (10)
- Links to existing trail segments of the Greenway Trail System (10)
- Connects communities to Hudson River or other significant natural, historic, or cultural resources (4)
- Project includes maintenance provisions and encourages stewardship among community user groups (4)

3. *Rehabilitation/Improvement projects, including trail amenities, to improve trails/trail segments that further the goals of the Greenway Trail Program.* *Priority given to rehabilitation or improvement efforts on trails that are currently designated as part of the Greenway Trail System or make a connection to the New York State Empire Trail.* (max 35 points) Note: Projects may not be part of routine trail maintenance.

- Rehabilitation/improvement projects (5)
- Project is along a currently designated Greenway Trail/is a designated Greenway Water Trail site (10)
- Project makes or restores a connection to the New York State Empire Trail (10)
- Project includes maintenance provisions and encourages stewardship among community user groups (5)
- Project highlights natural, cultural and historic resources (5)

4. *Education and Interpretation Projects, including but not limited to: trail signs, kiosks, mobile tours, websites or apps, guides, trail mapping, cartography, brochures, conferences, workshops or events.* *Priority given to education and interpretation projects that will enhance trails that are currently designated as part of the Greenway Trail System/Hudson River Greenway Water Trail.* (max 20 points)

- Project will educate trail users by interpreting the natural environment or history along or near the trail and thereby enhancing the trail experience (10)
- Provides an innovative interpretative experience including projects which leverage new technology (5)
- Currently designated Greenway Trail Segment/Water Trail Site bonus (5)

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

Greenway Conservancy Trail Grant Program
Evaluation and Scoring (continued)

All Projects: Greenway Criteria – 3 Points Each

Please address in your narrative how our project promotes one or more of the following Greenway Criteria:

Natural and Cultural Resource Protection – protect, preserve and enhance natural resources, including natural communities, open spaces, cultural and historic resources, scenic roads and scenic areas.

Regional Planning – applicants working together to develop mutually beneficial regional strategies for natural and cultural resource protection, economic development, public access, heritage and environmental education.

Economic Development – encourage economic development compatible with conservation and enhancement of natural and cultural resources including agriculture, tourism, the revitalization of established community centers and waterfronts, recreation and traditional uses of the land.

Public Access – promote increased public access to the Hudson River (as well as other regional and local resources) through the creation of riverside parks and the development of the Hudson River Valley Greenway Trail System.

Heritage and Environmental Education – promote awareness among the residents and visitors about the Valley's natural, cultural, scenic, and historic resources.

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

Greenway Conservancy Trail Grant Program
Evaluation and Scoring (continued)

Additional Criteria

Applications will also be evaluated according to how well they incorporate one or more of the following elements. Please highlight in the Application Narrative how one or more of these elements are relevant to your project (max 40 points)

Intermunicipal / Partnership Projects: Projects involving two or more municipalities, two or more not-for-profits or municipal/not-for-profit collaborations. (10)

Climate Change, Adaptation and Mitigation and Alternative Transportation: Projects that will reduce greenhouse gas emissions by providing an alternative form of transportation within or between communities, projects that are designed to adapt to or mitigate the projected impacts of climate change, or projects that provide non-motorized links to public transportation.(5)

Planning Documentation: Relationship to Greenway, local, regional or statewide plans. (5)

Biodiversity Component: Projects that include a component that will preserve or enhance biodiversity, or that will increase knowledge of biodiversity and/or habitat conservation. (5)

Community Participation: Projects that incorporate local community participation, through such avenues as volunteer labor, public outreach meetings, etc. (5)

ADA: Projects that seek to comply with the Americans with Disabilities Act. (5)

Regional Economic Development Councils: Projects that align with one or more goals and strategies outlined in their respective Regional Economic Development Council Strategic Plan. **http://regionalcouncils.ny.gov/** (5)

Greenway Compact Communities:

A 5 point scoring bonus will be granted for applications from or located in Greenway Compact Communities. (Presently only certain Dutchess, Orange, Rockland, Putnam and Westchester County communities are Greenway Compact Communities): (5)

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Sample
Municipal Resolution
(Must be submitted by municipalities)

WHEREAS, the _____ (name of municipality) is applying to the Hudson River Valley Greenway for a grant under the Greenway Conservancy Trail Grant Program for a project entitled _____ (Project Name) to be located in _____ (town/village or city),

WHEREAS, the grant application requires the applicant municipality to obtain the approval/endorsement of the governing body of the municipality or municipalities in which the project will be located;

NOW, THEREFORE, be it resolved that the governing board of _____(municipality) hereby does approve and endorse the application for a grant under the 2019 Greenway Conservancy Small Grant Program, for a project known as _____ (project name) and located within this community.

_____
Date of Adoption

_____ _____
Name of Municipal Clerk Signature

Sample
Not-for-Profit Certification and Resolution
(Must be submitted by Not-for-Profits)

I, _____ (Name of Board Chair OR Secretary) of the _____(Organization Name) of _____(place location), New York, a corporation subject to the Not-for-Profit Corporation Law of New York State and qualified for tax exempt status under the federal Internal revenue code, do hereby certify that said organization has adopted the following resolution at a meeting of the governing body held on _____(Date) and that said resolution has not been altered, amended or revoked and is in full force and effect.

RESOLVED:
That _____(Name of Lead Contact) acting as _____(Title of Lead Contact) of _____(Name of Organization) is hereby authorized and directed to file an application for funds from the Hudson River Valley Greenway in accordance with the Greenway Conservancy Trail Grant Program in an amount not to exceed _____ (Grant Request Amount) for the _____ (Project Title), and upon approval of said request to enter into and execute a project agreement and contract with th**e** Hudson River Valley Greenway for such financial assistance to this organization.

_____
Date of Adoption

_____ _____
Name of Board Secretary Signature

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

Application Deadline

All applications must be emailed no later than 4:00 PM, May 8, 2020. Late, incomplete, or faxed applications will not be accepted. Failure to include any of the required elements may make your application ineligible for consideration.

Applications must be emailed by the deadline to grants@hudsongreenway.ny.gov
Please call to confirm receipt of emailed applications (518-473-3835)**. Preference is for PDF format.** Electronic signatures are acceptable. When completing a PDF application, Adobe Acrobat 7 or higher is required. Please use subject line "Greenway Conservancy Trail Grant Application for (NAME OF APPLICANT)" when sending.

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