



Hudson River Valley Greenway

KEVIN BURKE
Chair
Greenway Conservancy

MEG DOWNEY
Chair
Greenway Council

SCOTT KELLER
Executive Director

Greenway Conservancy for the Hudson River Valley Trail Grant Program Guidelines

Grant applications for all [Hudson River Valley Greenway](#) and [Maurice D. Hinchey Hudson River Valley National Heritage](#) grant programs, including Community/Compact Planning, Conservancy Trail, and Heritage Development Grants have moved to an online application process hosted by Good Grants, an online grants platform. The online [HRVG Grants Platform](#) went live on **November 5, 2022, and is the only way to apply for our grants**. A link to the virtual application process and detailed guidance may be found on our [website](#).

All applicants are now required to submit grant applications on the new online platform in order to apply for funding through our grants programs. **Applicants must register on the [HRVG Grant Platform](#) using their email address**. Please use the email of the person who will be the day-to-day contact for the grant if awarded. Once you have registered for an account, you will have access to the Greenway and National Heritage Area's grant applications. All information will be filled out online, and you may save your work and return later to continue the application, up until the grant deadline. If you have any questions regarding the application process, please [email](#) the Greenway.

The screenshot shows the website interface for the Hudson River Valley Greenway/National Heritage Area. At the top left is the New York State of Opportunity logo and the Hudson River Valley Greenway logo. A navigation menu includes 'Home' and 'About the Greenway and National Heritage Area'. A 'Log in or register' section features an input field for 'Email or mobile' and a 'Continue' button. A green banner titled 'Hudson River Valley Greenway/National Heritage Area Login Page' contains a 5-step process: 1. New users enter email to register; 2. Returning users enter email to login; 3. Click on Grant or Sponsorship application; 4. Submit application for review; 5. Existing grant users upload requests or extensions. Below this are two main application buttons: 'Start Grant Application' and 'Start Sponsorship Application', each accompanied by the respective organization's logo.

Applications must be received by close of business on these dates: Feb 3, May 5, Sep 1, Nov 3, 2023

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. 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: On December 31, 2020, New York State completed the Empire State Trail, now the nation's longest multi-use state trail. The trail spans 750-miles, from New York City through the Hudson and Champlain Valleys to Canada, and from Albany to Buffalo along the Erie Canal. The Greenway Conservancy Trail Grant Program prioritizes links from existing Greenway Trails to the Empire State Trail section of the Hudson River Valley Greenway Trail. <https://empiretrail.ny.gov/>

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. Funding for the 2022 Greenway Conservancy Trail Grant Program was allocated through New York State's Environmental Protection Fund. Funding categories for 2022 include:

- **Trail Construction:** Projects to construct land 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, workshops, trail events or guided tours.
- **Disaster Recovery and Reconstruction:** Projects to repair trail damage from catastrophic events such as flooding.
- **Trail Maintenance:** Equipment, supplies or materials required to maintain a section of the Empire State Trail or other designated section of the Hudson River Valley Greenway Trail for the continued safe and unobstructed use of the trail.

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.

Applications must be received by close of business on these dates: Feb 3, May 5, Sep 1, Nov 3, 2023

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 (plans available on request)

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 \$250,000
- Trail Design or planning: Up to \$75,000
- Trail Rehabilitation or Improvement projects: Up to \$100,000
- Trail Education or Interpretation projects: Up to \$25,000
- Natural Disaster Recovery and Reconstruction: Up to \$250,000
- Trail Maintenance: Up to \$25,000

Funding Range for Hudson River Greenway Water Trail Grants:

- Construction, design or planning: Up to \$250,000
- Rehabilitation or Improvement projects: Up to \$100,000
- Education or Interpretation projects: Up to \$25,000
- Natural Disaster Recovery and Reconstruction Up to \$250,000
- Trail Maintenance: Up to \$25,000

Applications must be received by close of business on these dates: Feb 3, May 5, Sep 1, Nov 3, 2023

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.

Applications must be received by close of business on these dates: Feb 3, May 5, Sep 1, Nov 3, 2023

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

New York State Master Contract

All recipients of grants in the amount of \$25,000 or more shall be required to follow the provisions of the NYS Master Contract for Grants - Standard Terms and Conditions, in addition to the terms of the Greenway. Grantees shall will be required to document and certify their compliance with these provisions. Please see: <https://grantsmanagement.ny.gov/system/files/documents/2018/09/nys-mcg-standard-terms-and-conditions.pdf>

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 grants@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.

Applications must be received by close of business on these dates: Feb 3, May 5, Sep 1, Nov 3, 2023

Greenway Conservancy Trail Grant Program Evaluation

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.

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 empiretrail.ny.gov

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

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

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

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. Note: Projects may not be part of routine trail maintenance.

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

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, trail events or guided tours. 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.

- Project will educate trail users by interpreting the natural environment or history along or near the trail and thereby enhancing the trail experience
- Project will spread awareness of the trail and encourage users to return
- Currently designated Greenway Trail Segment/Water Trail Site bonus

5. Disaster Recovery and Reconstruction: Projects to repair trail damage from catastrophic weather events such as flooding. Priority given to projects on trails that are currently designated as part of the Greenway Trail System or make a connection to the New York State Empire Trail.

- Trail destroyed primarily by natural causes OR Trail destroyed primarily by man-made causes
- Project develops solutions to prevent recurrence
- Trail is designated as part of the Greenway Trail System
- Trail segment is part of the Empire State Trail

Greenway Conservancy Trail Grant Program Evaluation and Scoring (continued)

Applications must be received by close of business on these dates: Feb 3, May 5, Sep 1, Nov 3, 2023

6. **Trail Maintenance:** *Equipment, supplies or materials required to maintain a section of the Empire State Trail or other designated section of the Hudson River Valley Greenway Trail for the continued safe and unobstructed use of the trail. PLEASE NOTE: Trail Section MUST be located on either the Hudson River Valley Greenway Trail or the Empire State Trail within the Hudson River Valley Greenway Area. Applicants must provide proof of maintenance agreement with trail owner.*
- *Project connects to Empire State Trail*
 - *Project has identified a group responsible for maintenance. PLEASE NOTE: For sections located along the Albany-Hudson Electric Trail, maintenance groups must show proof of insurance.*
 - *Project has a clear plan for sustained maintenance of the trail section*
 - *Project involves community user groups*

Greenway Trail Maintenance Funds may be used for:

The purchase and maintenance of equipment for clearing brush and grass adjacent to the trail, including but not limited to: mowers, loppers, string trimmers, and equipment used by maintainers such as gloves, goggles, trash bags, etc. Structures used to store such equipment. The purchase of materials to repair small sections of trail including but not limited to: additional stone dust, crushed stone etc. The purchase of materials to repair trail amenities including but not limited to: damaged or degraded fencing, benches, bicycle racks. Consultant fees for services rendered for specialized repair or maintenance activities. Volunteer hours may be used as in-kind match at the current rate provided by IndependentSector.org. DPW or other professional work may be used as in-kind at the pay rate covering the period of work performed.

PLEASE NOTE: The hiring of a professional consulting firm to design solutions to why the trail is wearing out more than expected by normal maintenance procedures would fall under the Trail Rehabilitation category and may not be funded through the Trail Maintenance category.

Greenway Conservancy Trail Grant Program Evaluation (continued)

All Projects: Greenway Criteria

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.

7

Applications must be received by close of business on these dates: Feb 3, May 5, Sep 1, Nov 3, 2023

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.

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

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.

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

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

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

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

Environmental Justice: Projects located in Environmental Justice Communities. Please see: <https://www.dec.ny.gov/public/911.html>

Regional Economic Development Councils: Projects that align with one or more goals and strategies identified by their respective Regional Economic Development Council as found here: <http://regionalcouncils.ny.gov>

Greenway Compact Communities:

Additional consideration will be granted to applications from or located in [Greenway Compact Communities](#). (Presently only certain Dutchess, Orange, Rockland, Putnam and Westchester County communities are Greenway Compact Communities):

Applications must be received by close of business on these dates: Feb 3, May 5, Sep 1, Nov 3, 2023

**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 Greenway Conservancy Trail 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 the Hudson River Valley Greenway for such financial assistance to this organization.

Date of Adoption

Name of Board Secretary

Signature

Application Deadline

Applications must be received by close of business on the dates shown at the bottom of each page. Late, incomplete, or emailed applications will not be accepted. Failure to include any of the required elements will make your application ineligible for consideration.

Applications must be received by close of business on these dates: Feb 3, May 5, Sep 1, Nov 3, 2023