



Project # \_\_\_\_\_ Project Name: \_\_\_\_\_

**Section A: Project Overview**

Total Request: \_\_\_\_\_ Total Cost: \_\_\_\_\_

Right of Way (ROW) or Easement Secured? Y/N \_\_\_\_\_ Is Public Access Guaranteed? Y/N \_\_\_\_\_  
Secondary Manager info filled out? Y/N \_\_\_\_\_ A13. Appropriate documentation provided? Y/N \_\_\_\_\_

RATING: Rate each basic factor on a scale of 1 to 5, 1 being lowest and 5 highest:

**Factor B. Project Description & Schedule**

*B1. Project Description*

- Does the project provide physical connections between community resources?
- Does it link existing community or regional trails?
- Does project enhance access to recreational opportunities?

*B2.*

- Is the project part of a master plan?

*B3.*

- Is the project land ownership secured/approved?

*B4. Schedule*

- Is this a phased project?
- Does schedule appear feasible?
- Does schedule begin no sooner than September of year of grant application?
- Is work completed within two years?

Rating \_\_\_\_\_

**Factor C. Project Budget & Funding**

*C1-3.*

- Is there sufficient budget detail?
- Is the source of all funding shown and does it total the requested dollar amount?
- Has entity requested maximum amount allowable (50%)? Note: Higher rating the more the entity brings.
- Do all items listed qualify for funding? (Items not funded include sidewalks, curb/gutter, landscaping, picnic facilities, etc.)
- Are all matches eligible?
- Are contingencies reasonable (e.g., 10% or less)?  
Does overall cost seem reasonable? For example, non-paved or natural trail will be much less than paved trail; bridges will add to cost, boardwalk will add to cost, etc.

Rating \_\_\_\_\_

**Factor D. Project Details**

*D2.*

- How many types of non-motorized use will the trail support (e.g., Nordic, bike, pedestrian, equestrian)?

*D3.*

- Will this trail be ADA accessible?

*D4.*

- New trail mileage (if applicable): \_\_\_\_\_

Paved (if applicable): Y/N \_\_\_\_\_ Separated path (separated preferred if paved): Y/N \_\_\_\_\_  
D5-8.

Facilities (e.g., bridge, boardwalk, trailhead, restroom, yurt, warming hut, signage, etc.):

If the project is for ongoing trail maintenance, such as Nordic grooming, is there evidence that requesting entity is planning to find other funding sources for future years?

D9.

Trail maintenance (if applicable) (Miles): \_\_\_\_\_

Rating \_\_\_\_\_

**Factor E. Education**

E1.

Will there be development and operation of trail safety education program(s)?

Will there be development and operation of trails-related environment education program(s)?

Will there be production of trail-related educational material(s) (informational displays, in print, video, audio, interactive computer displays, etc.)?

Rating \_\_\_\_\_

**Factor F. Partnerships/Volunteer Support**

F1.

Does project demonstrate coordinated partnerships among various groups (Federal agency, state agency, local government, non-profit group, community volunteer group, etc.)?

Has the applicant and/or partner held open house(s) or public meeting(s) about project?

F2.

Satisfactory prior RTP experience?: Y/N \_\_\_\_\_

F3.

Have the appropriate number of letters for support been submitted (at least 2, no more than 5)?

Rating \_\_\_\_\_

**Factor G. Other Factors**

Are there photos demonstrating before/after, existing portion(s) of project, etc.?

Have two maps been supplied providing sufficient detail (not too much/ not too little) for location and/or route?

Other: (specify)

Rating \_\_\_\_\_

**Overall Rating (1-5):** \_\_\_\_\_

Comments/Questions: