



**NextLevel**  
**TRAILS**



# Round 4 Applicant Workshop

June 6, 2023



# **NextLevel** **TRAILS**

**Next Level Trails will invest \$ 180 million – the largest infusion of state trail funding in Indiana history – toward the development of regionally and locally significant trails throughout Indiana.**

**Next Level Trails is administered by DNR.**



# NextLevel TRAILS



*“These projects are a transformational investment in quality of life for communities across our state and a valuable tool for economic and tourism development. We are creating important connections that take us one step closer to becoming the most trail-friendly state in the country.”*

*-Gov. Eric Holcomb*

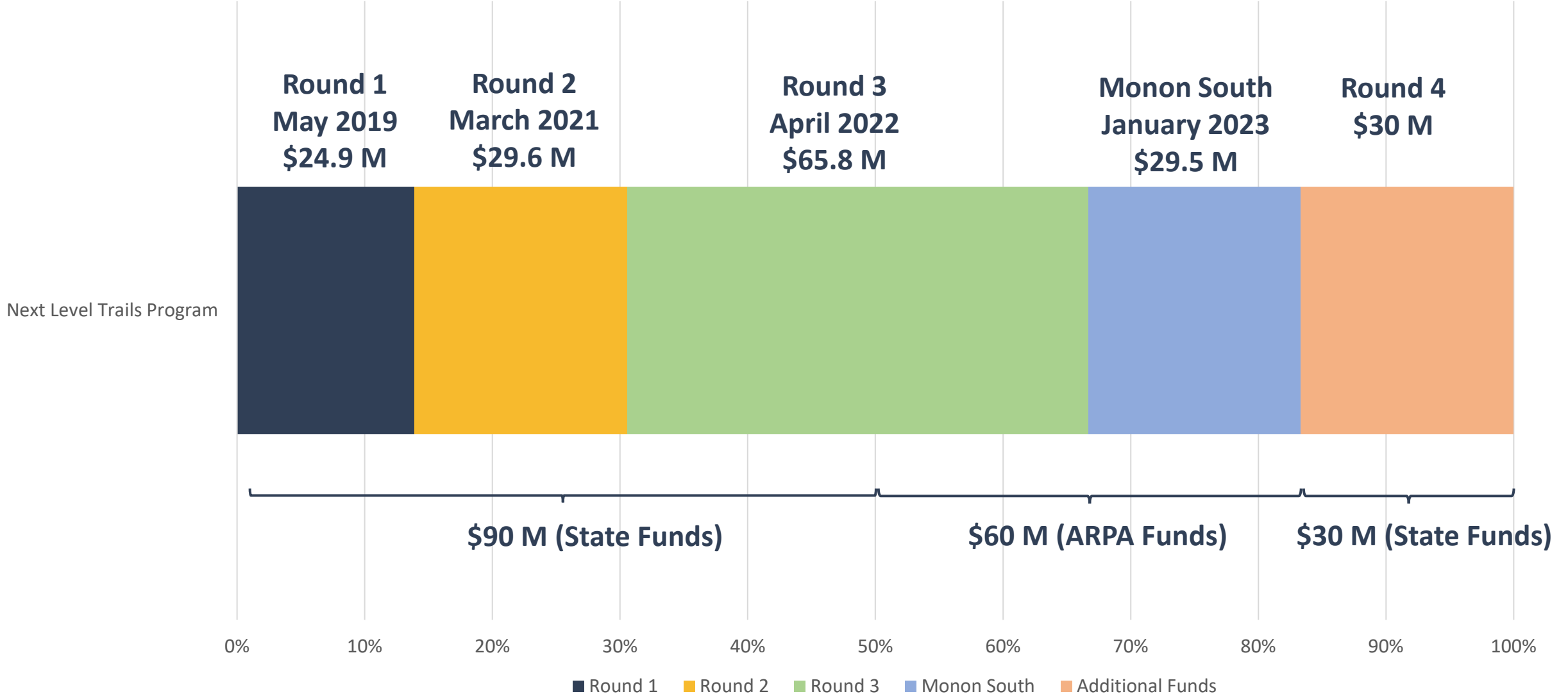


# Grant Program Overview



**NextLevel**  
TRAILS

# \$180 Million Funding Overview



# Fourth Round: Key Details

- \$30M will be awarded in a single round
- Fourth Round applications due July 1, 2023 – August 1, 2023
  - Applications due by 5:00 pm ET/4:00 pm CT



# Two Paths

## Regionally Significant Projects

- \$22.5 million available in Round 4
- \$250,000 minimum grant request
- \$5 million maximum request

## Locally Significant Projects

- \$7.5 million in available in Round 4
- \$200,000 minimum grant request
- \$2 million maximum request



# Next Level Trails Round 4 Timeline





# Eligible Applicants

- Must be either a local unit of government or 501(c)(3) non-profit.
- Applicant must fulfill at least one of the following roles:
  - Own (or acquire) the trail corridor
  - Manage and maintain the trail once developed
- If awarded, applicant will be the entity entering into a State Grant Agreement and must take responsibility for all aspects of the project through completion.
  - Oversee and manage trail construction through completion
- Applicants acting in a fiscal pass-through capacity only are NOT eligible.



# Eligible Applicants: new information for Round 4

## Returning Applicants:

- Applicants not awarded funds in previous rounds may re-apply for the fourth round. Returning applicants are welcome to amend or alter their applications as desired.

## New: Returning Grantees:

- Applicants who have completed their round 1, 2, or 3 project may apply in Round 4.
- Applicants currently under contract for an existing DNR trail grant including NLT, ITP, RTP or LWCF may apply for a new project in Round 4.
- The new project must be outside the scope of any current DNR trail grant.



# Eligible Projects & Costs

## Eligible Projects:

- All non-motorized trail types.
- All surface types. Surface should meet contextual needs.
- Must be open to the public.

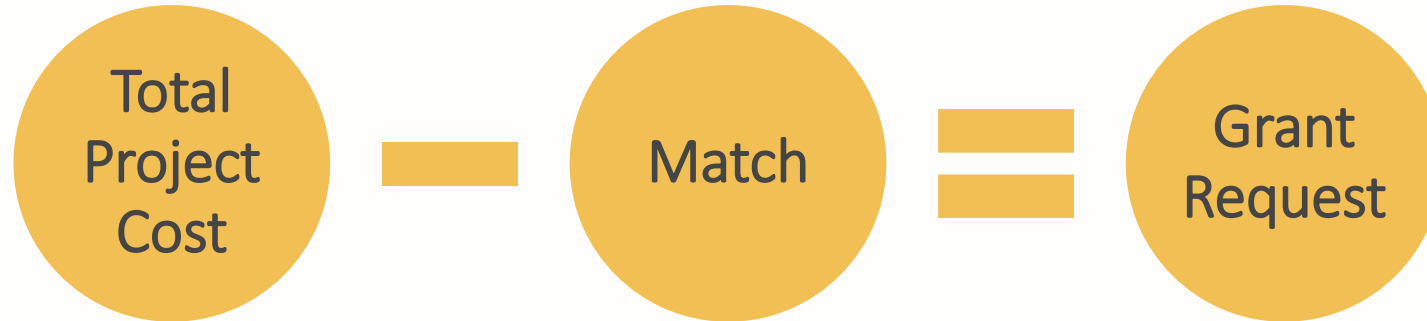
## Eligible Costs:

- **Trail construction** (including upgrading surface type).
- Land acquisition.
- Design & engineering.
- Basic trail amenities.

\*Eligible costs must occur within contract period.



# Match Requirement



- All grant requests require a minimum of 20% match.
- Consideration given to projects exceeding 20% match.
- Match may be a combination of applicant and partner contributions.



# Grant Process & Project Lifespan

Applications Accepted

Applications Reviewed & Rated

Awardees Announced

State Grant Agreement with DNR

Funds Provided Upfront based on Milestones

Trail Project Complete

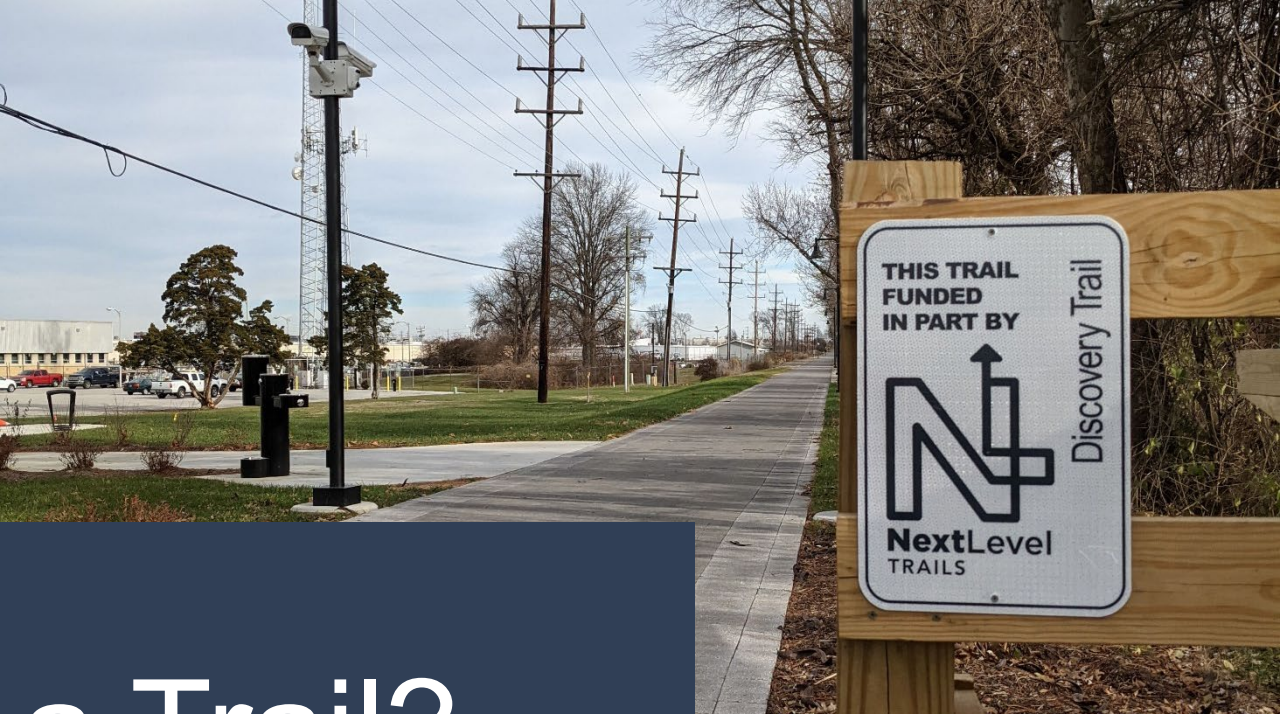
← Up to 4 years →

- Upfront funds based on project-specific milestones to accelerate trail completion.
- Eligible projects must be completed within 4 years of award.
  - Completion date and project milestones will be project specific & outlined in State Grant Agreement.
- Trails must be open to public for a minimum 25 years.
  - All deeds, easements, licenses, etc. must reflect this requirement
  - Perpetuity is preferred.

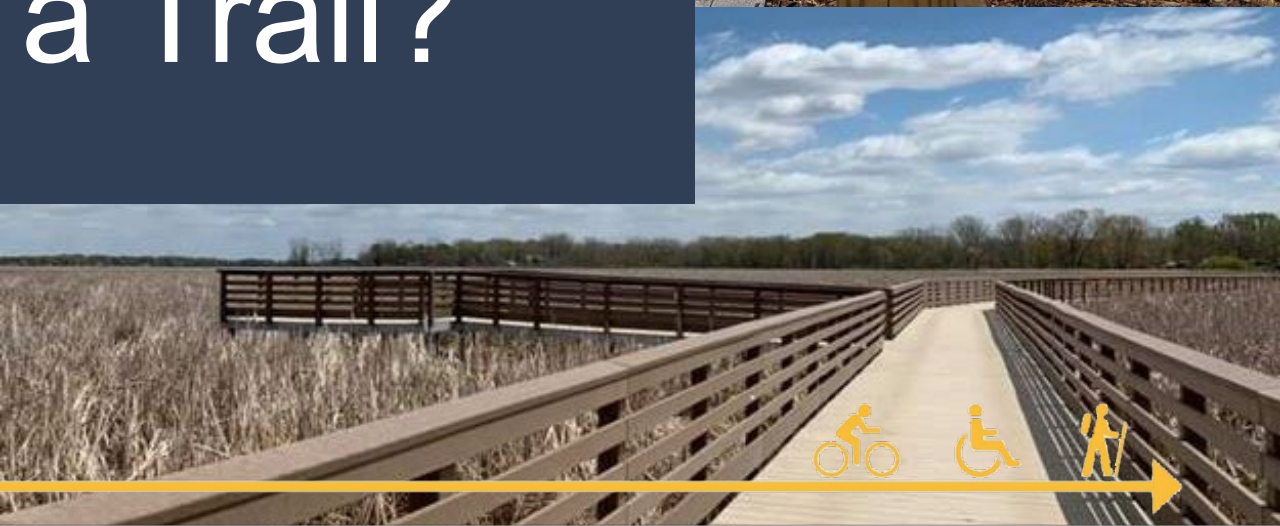
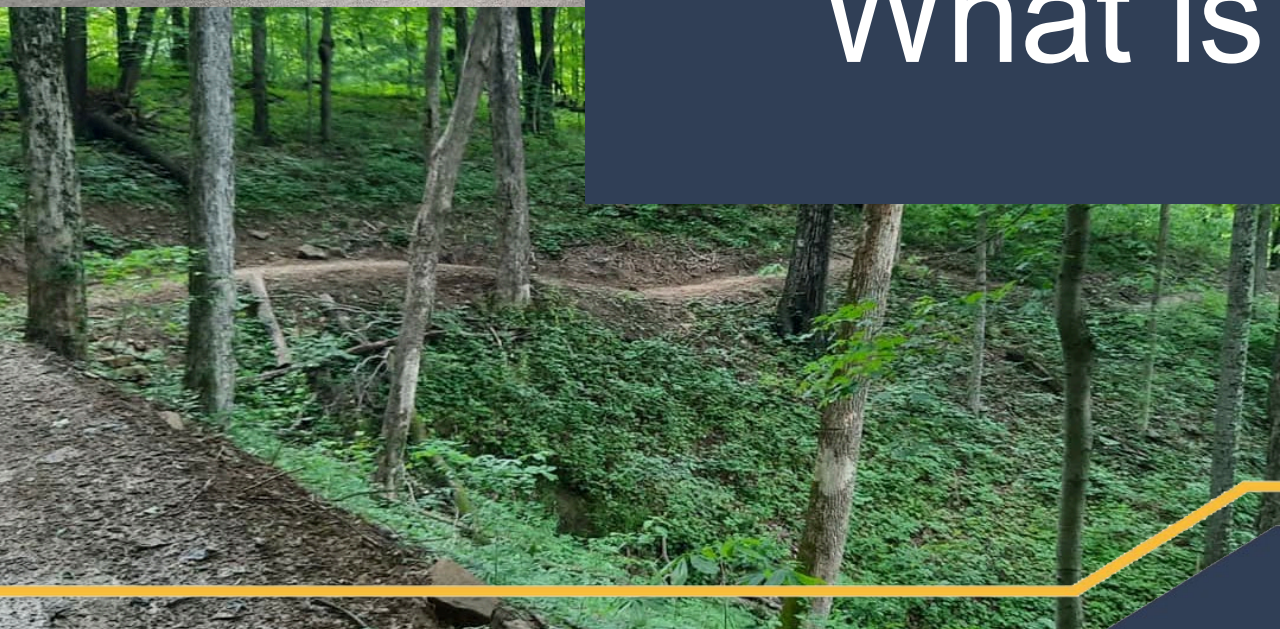




# Eligibility Questions



# What is a Trail?



# Bike Lanes & Cycle Tracks



Bike Lanes  
**Ineligible**



Cycle Tracks  
**Ineligible**





# Sidewalk vs. Side Path



Sidewalk  
**Ineligible**

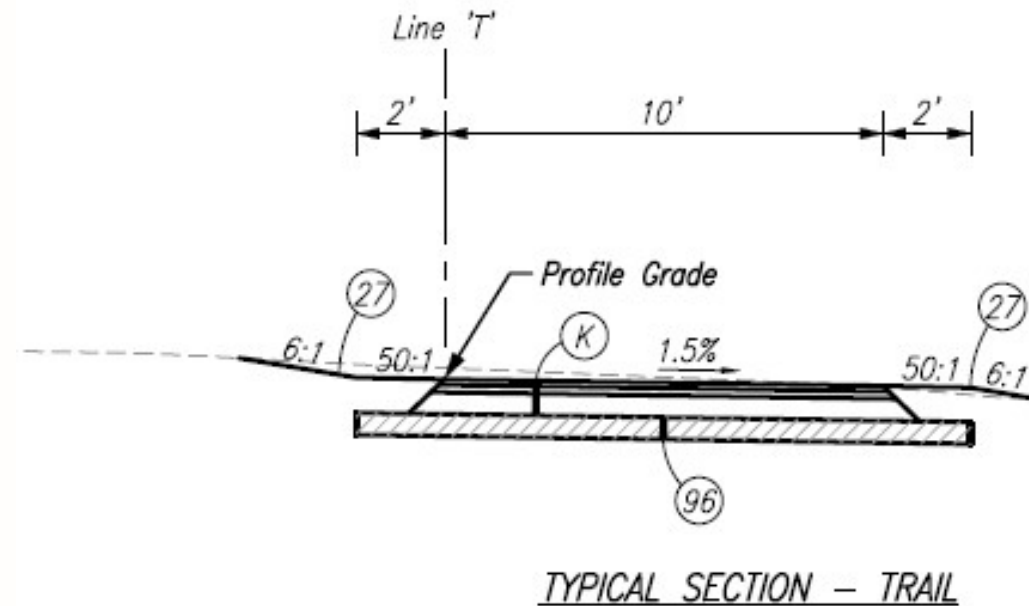


Side Path  
Eligible



# Design Guidelines for Multi-Use Trails

- 10 ft. minimum width
- 2 ft. recovery area on each side
  - Purpose is for recovery, not drainage
- *Exceptions based on site limitations (subject to DNR review)*
- *5% running slope or less*
- *2% cross slope or less*



# Eligible Costs vs. Ineligible Costs

## Eligible:

- Design & engineering
- Required permits
- Bridges, culverts, boardwalks, etc.
- Upgrading surface type
- Directional & safety signage
- Bollards and safe street crossings
- Trailheads or nodes (parking lot, restrooms, water fountain, etc.)
- Basic amenities (benches, trash/recycle bins, bike racks)
- Safety railing as needed
- Trail counters

## Ineligible:

- Feasibility studies or plans
- Trail maintenance
- Websites, mobile apps, brochures
- Sidewalks, bike lanes, cycle tracks
- Playgrounds, splash pads, dog parks
- Public art
- Interpretive or excessive signage
- Corridor lighting
- Privacy fences
- Excessive landscaping



# Eligible Match

## Eligible:

- Monetary contributions
- Land value (Deed, Easement)
- In-kind donations of materials and labor
- Completed design & engineering
- Previous expenses or donations directly related to the project may be credited as match, subject to DNR review.

## Ineligible:

- Previously built trail
- Future fundraising
- Pending grant applications
- State land value
- Road ROW value
- Feasibility studies or bike/ped plans



# New Sources of Match

## READI

To qualify for NLT match:

- A commitment letter from the READI region applicant (ex. RDA) is required.
- Letter must state the pledged match amount.
- Your trail project must be included in your region's READI Plan.
- READI awardees must receive permission from IEDC before READI funds may be spent.

## American Rescue Plan Act (ARPA)

- Local Fiscal Recovery Funds are at the discretion of the eligible local governments.
- A commitment letter from the appropriate local unit of government is required.
- Letter must state the match amount and the source of funding.
- Local governments are responsible for ensuring their ARPA funds meet federal deadlines, eligibility and documentation requirements.
- Must be spent by December 31, 2026





# How To Apply or Re-Apply

# How to Apply / Re-Apply

- Applicants should review the Next Level Trails Application Handbook, including the Application Checklist.
- Application packets must be submitted electronically to [NextLevelTrails@dnr.IN.gov](mailto:NextLevelTrails@dnr.IN.gov) or use *Microsoft OneDrive*.
  - Packets larger than 19 MB should separate into multiple e-mails or use *Microsoft OneDrive*.
  - Requests to use *OneDrive* must be submitted to [NextLevelTrails@dnr.IN.gov](mailto:NextLevelTrails@dnr.IN.gov) by July 23rd. An NLT Grant Coordinator will send you a shared folder to upload your application.
  - The state cannot accept applications from Dropbox, Google Drive, Box, etc.
- Returning applicants are welcome to amend or alter their applications as desired or based on feedback.
- Incomplete, paper or late applications are not eligible.



# File Naming Convention

Applicant Name\_Project Name\_X

Examples: Hoosierville\_Tenderloin Connector\_Application  
Hoosierville\_Tenderloin Connector\_Deeds





# Application Packet Organization

- Applicants should organize their application based on the Application Packet Checklist.
- Applicants should include a table of contents within their application packet.
- Packets divided into sections should be clearly labeled.
- Ensure any scanned documents are high quality and legible.



# 1. Application Form



APPLICATION FOR NEXT LEVEL TRAILS GRANT  
State Form 56616 (01 - 12-18)  
DEPARTMENT OF NATURAL RESOURCES

APPLICANT INFORMATION			
Name of organization City of Hoosierburg		Type of organization <input checked="" type="checkbox"/> Unit of Government <input type="checkbox"/> Non-Profit	
Address of organization (number and street, city, state, and ZIP code) 1234 Indiana St., Hoosierburg, IN 46000			
Name of primary contact person Jane Doe		Title of primary contact person City Planner	
Telephone number ( 812 ) 555-5555		E-mail address jdoe@hoosierburg.in.gov	
PROJECT INFORMATION			
Name of project Hoosierburg Trail - Hoosier County Greenway Connector		Significance <input type="checkbox"/> Local <input checked="" type="checkbox"/> Regional	
Brief description of project This project will acquire 5 acres and develop 4 miles of multi-use trail and trailhead with basic amenities. This 4-mile extension of the Hoosierburg Trail will connect with a 3-mile extension of the Hoosier County Greenway, which is being submitted in collaboration with Hoosier County's application.			
Project Location County (Courtship) Hoosier		Cities / towns / townships (if rural) Hoosierburg	
Is this project part of an existing trail or regional plan? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Name(s) of trail(s) (if any) this project will connect to, or extend Hoosierburg Trail, Hoosier County Greenway			
Is project offered in collaboration with another Next Level Trails applicant? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		If yes, name of Collaborative applicant Hoosier County	
Project Summary			
Total miles this project will develop 4		Type of trail use (check all that apply) <input checked="" type="checkbox"/> Hiking / Pedestrian <input checked="" type="checkbox"/> Bikes <input type="checkbox"/> Equestrian <input type="checkbox"/> Other	
Type of trail surface (check all that apply) <input checked="" type="checkbox"/> Pavement type: asphalt <input type="checkbox"/> ADA Compliant Crushed Stone <input type="checkbox"/> Natural <input type="checkbox"/> Other			
Land acquisition? (check one) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Trail corridor real estate rights held by applicant (check all that apply) <input checked="" type="checkbox"/> Owned fee simple <input type="checkbox"/> Easement	
Estimated completion date (month, year) October 2020			
FUNDING			
Cost Estimate		Estimate	
Design and Engineering (if applicable)		\$ 50,000.00	
Land Value (if applicable)			
Fee Simple		\$ 200,000.00	
Easement			
Trail Construction		\$ 750,000.00	
<b>Total Project Cost</b>		<b>\$ 1,000,000.00</b>	
Match		Name of Partner (if applicable)	
3 miles of trail corridor (provided by applicant - owned fee simple)		\$ 150,000.00	
Appropriations (provided by applicant)		\$ 25,000.00	
Cash donation		\$ 20,000.00	
Donation of labor		\$ 5,000.00	
		Hoosier County Community Foundation	
		Hoosierburg Trails Coalition	
<b>Total Match Value</b>		<b>\$ 200,000.00</b>	
Percentage Match (Must meet program minimum of 20% match.)		20.0%	
<b>GRANT AMOUNT REQUESTED</b>		<b>\$ 800,000.00</b>	
To the best of my knowledge, information in this application is true and correct. The applicant will comply with all conditions of the program if funding is approved.			
Signature of authorized representative		Date (month, day, year) 2/1/2019	

- Application Form (#56616) is a fillable PDF.
- Returning applicants must complete a new Application Form.
- The primary contact listed will be the point of contact for NLT staff regarding the application.
- Be accurate and detailed.



# 2. Cost Breakdown

#	DESCRIPTION	COST	MATCH
<b>Design and Engineering</b>			
1	Survey	\$17,600	
2	Utility Coordination	\$8,000	
3	Right of way engineering and services	\$48,800	
4	Trail Design	\$20,800	
5	Bridge Design	\$44,800	
6	Environmental Coordinating and Permitting	\$8,800	
7	Project Management	\$6,800	
	Total	\$155,600	
<b>Land</b>			
10	4 parcels to be acquired fee simple	\$38,500	\$ 38,500.00
<b>Trail Construction</b>			
11	Pedestrian Bridge	\$414,500	
12	Stormwater Management and Erosion Control	\$23,500	
13	Earthwork (common and undercut)	\$140,900	
14	Subgrade Treatment, Type III	\$31,100	
15	6" Compacted #53 Base (common and undercut)	\$85,500	
16	3.25" HMA Trail (1.25" Surfacing/2" Intermediate)	\$213,500	
17	4" PCCP Sidewalk	\$15,500	
18	Mobilization/Demobilization	\$38,500	
19	Maintenance of Traffic	\$24,500	
20	Drainage	\$29,700	
21	3.25" HMA Trail (1.25" Surfacing/2" Intermediate)	\$213,500	
22	4" PCCP Sidewalk	\$15,500	
23	Curb Ramps	\$7,500	
24	Level 1 Pedestrian Crossings	\$5,500	
25	Level 2 Pedestrian Crossings	\$21,500	
27	Seeding and Mulching	\$9,500	
	<b>Monetary Contributions</b> City match funds		\$377,104
		<b>Total Cost</b>	<b>20% Match</b>
		<b>\$1,484,300</b>	<b>\$415,604</b>
		<b>Grant Request</b>	<b>\$1,068,696</b>

- Cost breakdowns must include:
  - Total Project Cost
  - Total Match Value
  - Grant Amount Requested
  - All numbers should match the Application Form
- Costs should be broken down by category.
- Only include eligible costs and/or match.
- Breakdown should be detailed and accurate. Ballpark or unsupported estimates will NOT be accepted.



\*cost breakdown does not reflect real prices

# 2. Cost Breakdown (continued)

#	DESCRIPTION	COST	MA TCH
<b>Design and Engineering</b>			
1	Survey	\$17,600	
2	Utility Coordination	\$8,000	
3	Right of way engineering and services	\$48,800	
4	Trail Design	\$20,800	
5	Bridge Design	\$44,800	
6	Environmental Coordinating and Permitting	\$8,800	
7	Project Management	\$6,800	
	Total	\$155,600	
<b>Land</b>			
10	4 parcels to be acquired fee simple	\$38,500	\$ 38,500.00
<b>Trail Construction</b>			
11	Pedestrian Bridge	\$414,500	
12	Stormwater Management and Erosion Control	\$23,500	
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17	4" PCCP Sidewalk	\$15,500	
18	Mobilization/Demobilization	\$38,500	
19	Maintenance of Traffic	\$24,500	
20	Drainage	\$29,700	
21	3.25" HMA Trail (1.25" Surfacing/2" Intermediate)	\$213,500	
22	4" PCCP Sidewalk	\$15,500	
23	Curb Ramps	\$7,500	
24	Level 1 Pedestrian Crossings	\$5,500	
25	Level 2 Pedestrian Crossings	\$21,500	
27	Seeding and Mulching	\$9,500	
	<b>Monetary Contributions - City match funds</b>		<b>\$377,104</b>
		<b>Total Cost</b>	<b>20% Match</b>
		<b>\$1,484,300</b>	<b>\$415,604</b>
	<b>Grant Request</b>	<b>\$1,068,696</b>	

- Costs should reflect state or locally funded projects; NOT federally funded projects.
- Costs should be kept lean with reasonable contingencies.
- All match NOT specifically associated with a certain cost (ex. previously completed design work, acquired land value, donated labor, etc.) should be shown as monetary contributions.



\*cost breakdown does not reflect real prices

# 3. Match Documentation

## Funds Provided by the Applicant:

- Provide a statement from a fiscal agent certifying the availability and source of funds.

## Land Value:

- Provide an appraisal or alternative evidence of value acceptable to DNR. Must be reflective of type of control, such as in fee or easement.

## Monetary Contributions & Donations of Materials / Labor:

- Provide a commitment letter (on letterhead) or affidavit from each partner detailing its level of commitment.
- Commitment letters can be contingent on NLT award.
- Grant awards from other sources may be eligible as match, but applicant must show award letter. *Pending applications do NOT qualify as match.*



# 4. Project Narrative

## a) Detailed Project Description

- Trail Mileage
- Trail Width
- Trail Surface
- Describe route location
- Describe trailhead location and basic amenities (if applicable)
- Describe land acquisition needs (if applicable)

## b) Project Timeline

- Estimated start and completion date (month/year) based on grant round timeline.
- Estimated timeline of major project milestones.
- Note and document any previously completed work that affects timeline.

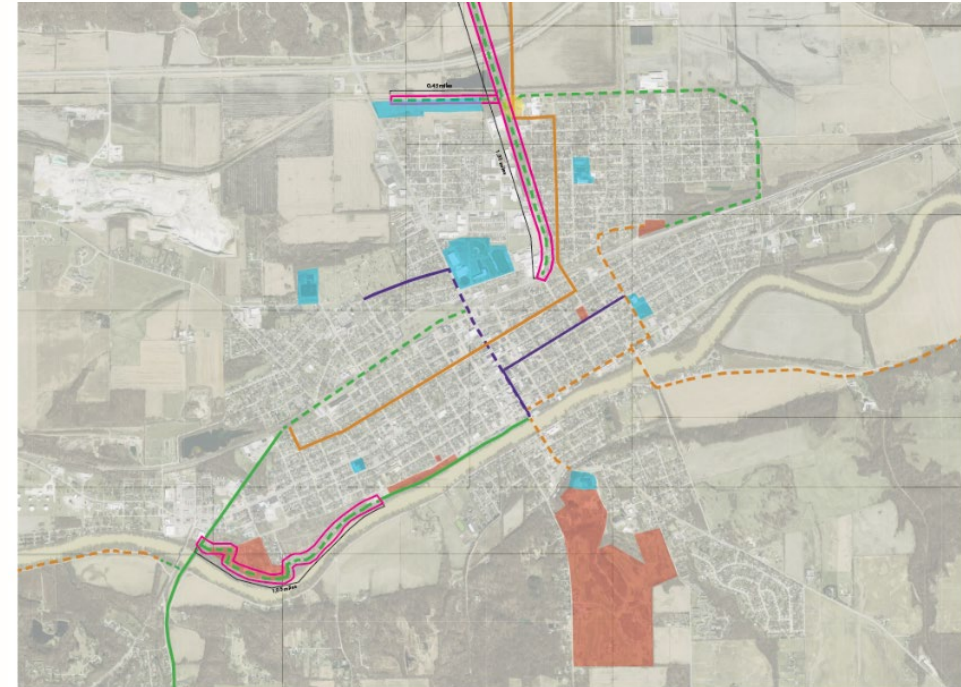


# 4. Project Narrative

## c) Connectivity Narrative

- Cities, towns or counties
- Existing trails
- State Visionary Trail System
- Schools, parks, neighborhoods, commercial centers or local attractions

Show connectivity where applicable on map.



### LEGEND


Park	Trail	Shared Lane	Bike Lane	Proposed Harrison Street Trailhead
School	Proposed Trail	Proposed Shared Lane	Bike Lane	2017 RTP Grant Trail Revised Alignment



# 4. Project Narrative

## d) Financial Partnerships

- Partners provide substantial financial or other valuable resources to the NLT project.
- Match documentation required for every partner listed on application.



FUNDING			
Cost Estimate			
Type	Estimate		
Design and Engineering (if applicable)	\$ 50,000.00		
Land Value (if applicable)			
Fee Simple	\$ 200,000.00		
Easement			
Trail Construction	\$ 750,000.00		
<b>Total Project Cost</b>	<b>\$ 1,000,000.00</b>		
Match			
Type	Value	Name of Partner (if applicable)	
3 miles of trail corridor (provided by applicant - owned fee simple)	\$ 150,000.00		
Appropriations (provided by applicant)	\$ 25,000.00		
Cash donation	\$ 20,000.00	Hoosier County Community Foundation	
Donation of labor	\$ 5,000.00	Hoosierburg Trails Coalition	
<b>Total Match Value</b>	<b>\$ 200,000.00</b>		
<b>Percentage Match (Must meet program minimum of 20% match.)</b>	<b>20.0%</b>		





# 4. Project Narrative

## e) Environmental and Cultural Resource Impact

- Describe the effect on any applicable environmental or cultural resources.
- Note any clearances or permits that might be needed for project.
- Submit copy of DNR Early Coordination/Environmental Review letter in application packet and/or documentation of necessary permit if already acquired.
- NEPA and other federal funding requirements do NOT apply, but applicants must comply with all applicable state and federal laws.
- Per the federal Endangered Species Act, projects must obtain approval from the US Fish & Wildlife Service prior to any tree removal that may adversely affect Indiana bats or their habitat during the “no-cut” period from April 1 through September 30.



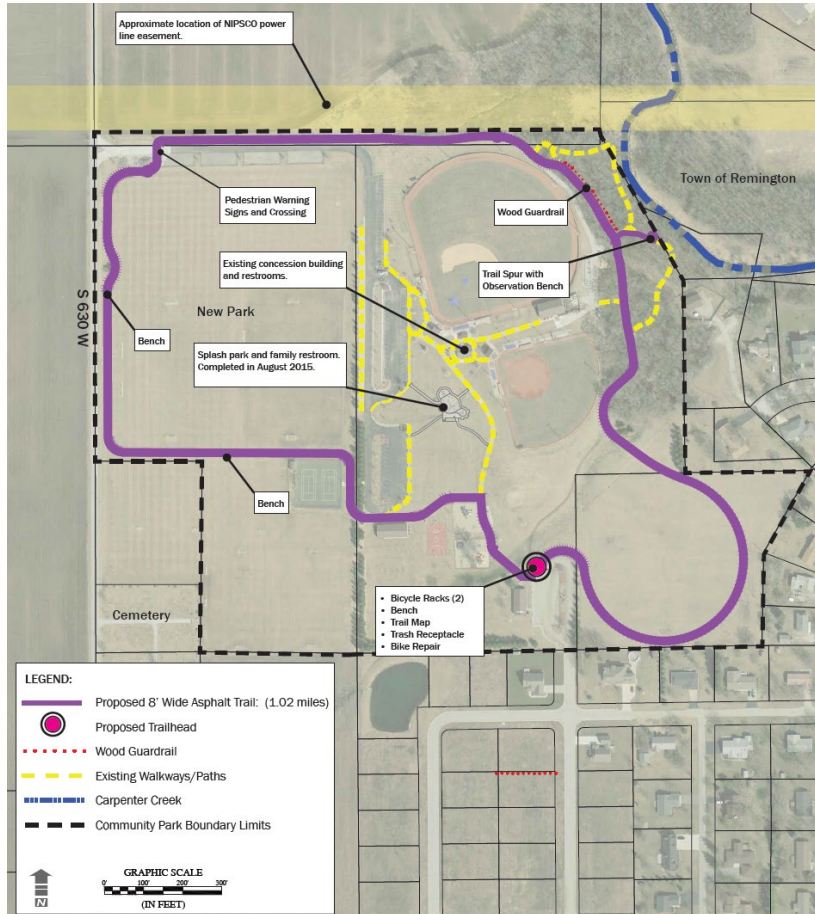
# 4. Project Narrative

## e) Environmental and Cultural Resource Impact

- DNR Early Coordination/Environmental Review letter
- Instructions on <https://www.in.gov/dnr/state-parks/recreation/grants/next-level-trails/applicant-information/>
- Submit requests to [environmentalreview@dnr.in.gov](mailto:environmentalreview@dnr.in.gov) and CC [nextleveltrails@dnr.in.gov](mailto:nextleveltrails@dnr.in.gov) on your request
- If you do not have letter by the time of application, submit documentation that correspondence with DNR Fish and Wildlife has started



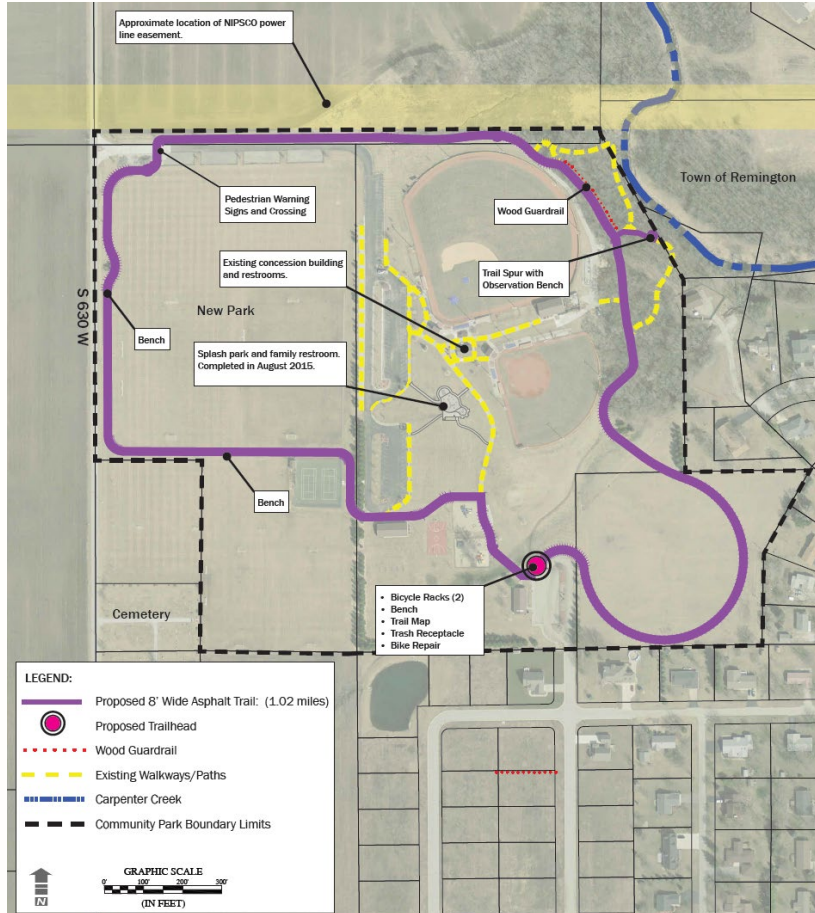
# 5. Site / Conceptual Map



- Show the trail route in local context.
- Depict location of proposed trail amenities or necessary infrastructure.
- Show any existing constructed features.
- Depict applicable boundaries (city, town, county, park, etc.)



# 5. Site / Conceptual Map

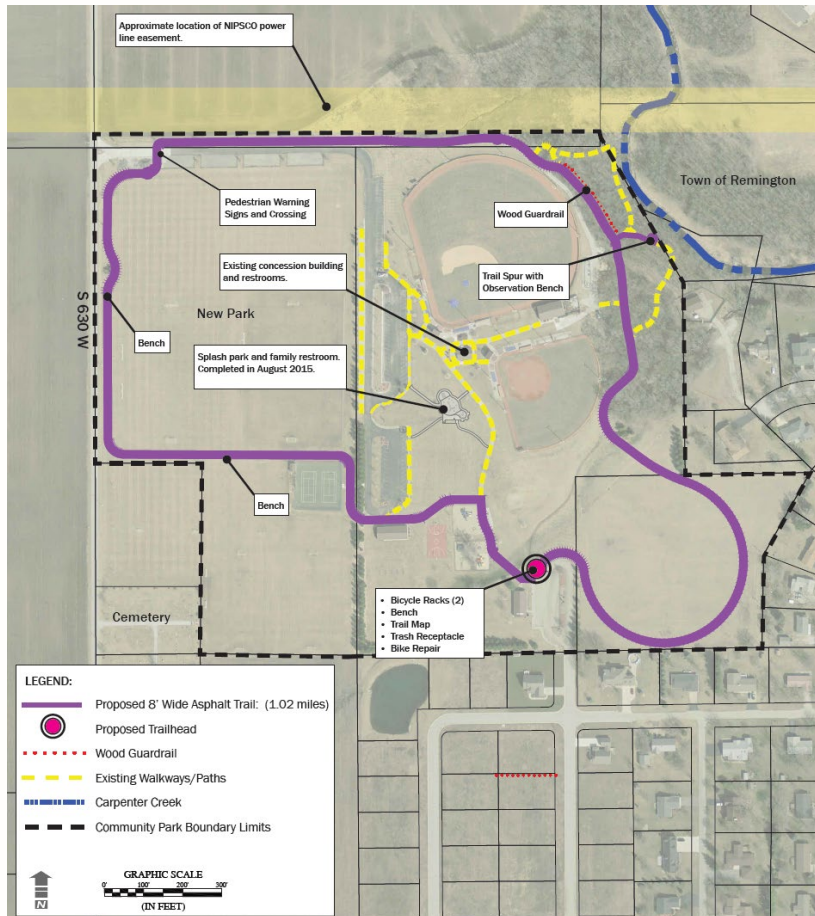


Show any applicable connections to:

- Other cities, towns, or counties;
  - Existing trails;
  - Schools, parks, neighborhoods, commercial centers, or local or regional amenities on or near corridor;
  - Natural areas on or near corridor.
- Label any potential impacts to natural and/or cultural resources.
  - Planned trails, sidewalks, or bike lanes may be shown. However, these should be clearly labeled.



# Site / Conceptual Map Tips



- Include title, legend/key, scale and north arrow.
- Satellite imagery is recommended.
- Utilize different colors, line patterns and line weights to clearly identify your project.
- Label major streets for reference.
- You may submit multiple maps.

The rating committee will be using your map to better understand your project.



# 6. Site Photographs



# 1: Proposed Trailhead, looking north at Hoosier Boulevard



# 2: Looking south from Hoosier Pike

- Local projects may use photos to show how their project connects trails users to nature.
- Photos keyed to map are especially helpful.



# 7. Design & Engineering Plans

- If complete, please provide a copy of plans with the application.
- Grantees are not required to hire consultants under the NLT program. However, any professional services that are hired and compensated with Next Level Trails funds are encouraged to be performed by an entity that is INDOT pre-qualified.
- Plans must be reviewed by DNR staff prior to bidding and construction.
  - DNR reviews plans for safety and accessibility



# 8. Regional, Local, or Comprehensive Plans

If applicable, provide:

- Name of plan
- Date of plan
- Copy of the page(s) relevant to the proposed project
- Link and applicable page number(s) if available online

**Project may be a part of multiple plans. Include as many plans as possible to show support for and value of project.**

Examples of applicable plans:

- READI or Regional Cities plans
- Comprehensive county or city plan
- Parks & rec. master plan
- Bike & pedestrian plan
- Active transportation plan
- MPO, county, or city trails plan
- Specific trail or corridor plan





# 9. Summary Management and Maintenance Plan

- In one page or less, explain how the applicant will **manage and maintain** the project over the course of its useful life.
- Applicant should articulate anticipated costs and funding sources.



# 10. Jurisdictional Approval Letter and Letters of Support

- Applicants must provide letters of support from the jurisdictional authority (county, city, town, etc.) relevant to the location of the proposed project.
- Applicants may provide additional letters of support from key stakeholders or the community to demonstrate the breadth of community support for the project.
- Letters of support do not constitute partnerships.



# 11. Project Contact List

Provide a list of individuals / groups that will be directly involved in the development of the project and their contact information. Examples:

- Project manager
- Contract signatory
- Fiscal manager
- Project engineer

Contact information should include **address, phone number and email address.**



# 12 & 13. Current Easements & Deeds

- Provide a copy of the recorded deed, lease or easement for each property currently controlled by the applicant and intended for development through the NLT program.
  - Key each recorded instrument to the parcel table for organizational purposes
- Include any existing easements, such as utilities or access drives, pertaining to the property to be developed.



# 12 & 13. Right-of-Way Documentation

- If the project is located within public right-of-way (ROW), applicant must show they have control of ROW for trail use OR have an official letter from agency who controls ROW stating they are willing to work with applicant on trail.
  - Those in INDOT ROW should contact their district office as soon as possible. Evidence of coordination or approval is required.
- Projects using a public right-of-way must demonstrate public notice to adjoining landowners – especially those in residential areas





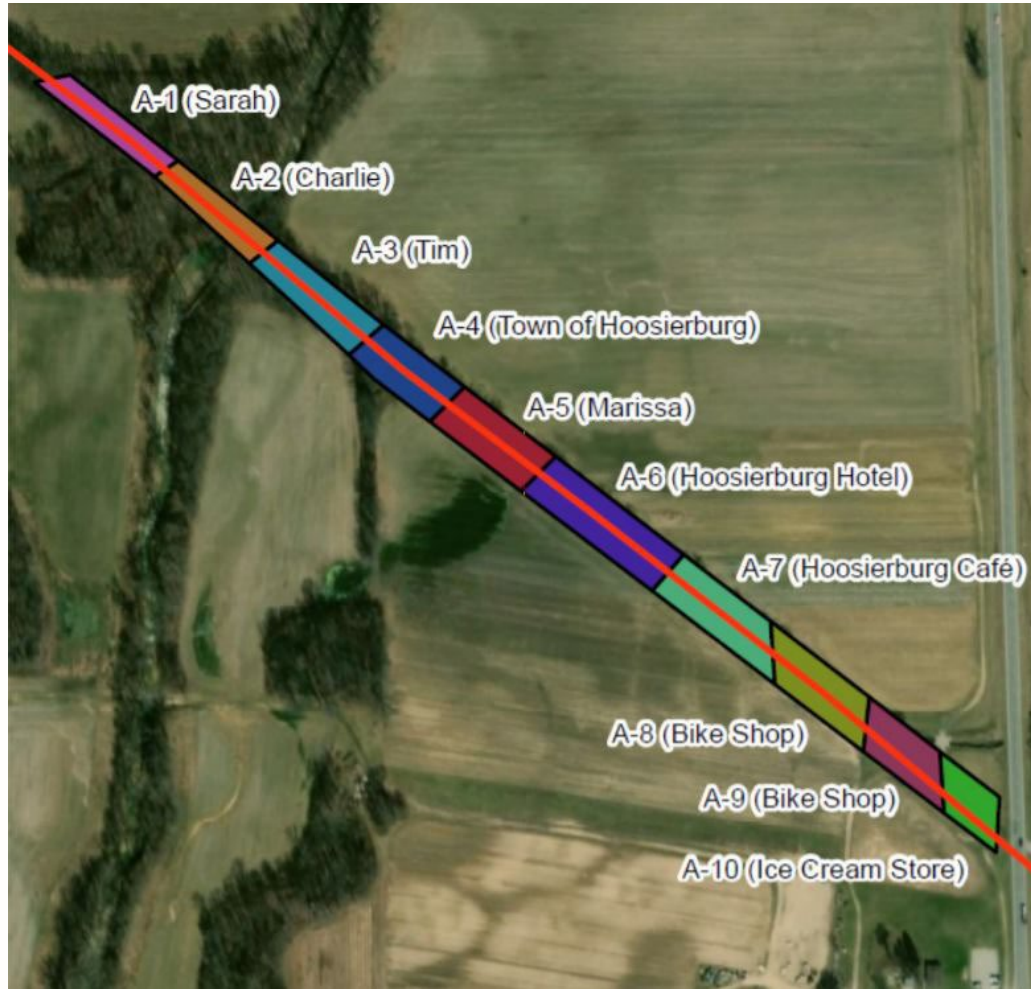
# Projects with Land Acquisition

# Land Acquisition

- Land acquired / donated in fee simple must remain in public outdoor recreation use in perpetuity, via deed restriction.
- Land acquired by easement must remain in public trail use for the term of the easement, no less than 25 years.
  - Easements in perpetuity are preferred.
- Licenses might be in acceptable in limited circumstances with DNR approval.
- NLT requires protective deed restrictions for property acquired or developed by the program. The purpose of these restrictions is to protect DNR's investment in the trail development improvements, and/or in the acquisition of property (in fee) or property rights (by easement).



# 14. Parcel Map & Table



LETTERS OF INTENT AND PROPERTY INVENTORY							
Map ID	Parcel ID	Property Owner	Letter of Intent	Existing Easements (utility, access, etc.)	Acquisition	Property Size	Value*
A-1	55-55-0111	Sarah	✓	None	Acquisition (fee)	25' x 125'	\$3,000
A-2	55-55-0112	Charlie	✓	Unknown	Acquisition (easement)	25' x 125'	\$1,000
A-3	55-55-0113	Tim	✓	None	Acquisition (fee)	25' x 125'	\$3,000
A-4	55-55-0114	Town of Hoosierburg	N/A	None	Owned	20' x 150'	\$150,000
A-5	55-55-0115	Marissa	✓	40' Utility Easement	Acquisition (fee)	20' x 150'	\$5,000
A-6	55-55-0116	Hoosierburg Hotel	✓	40' Utility Easement	Acquisition (fee)	20' x 150'	\$5,000
A-7	55-55-0117	Hoosierburg Café	✓	40' Utility Easement	Acquisition (fee)	50' x 160'	\$10,000
A-8	55-55-0118	Bike Shop	✓	None	Donation	50' x 160'	\$10,000
A-9	55-55-0119	Bike Shop	✓	None	Donation	50' x 160'	\$10,000
A-10	55-55-0120	Ice Cream Store	✓	None	Acquisition (easement)	25' x 200'	\$3,000

*\*Not indicative of actual property values*





# 14. Parcel Map & Table

- Map should be keyed with table.
- Delineate individual parcels that are part of the project area.
- Table should include:
  - Owner's name
  - Acreage and/or linear foot and width
  - Acquisition type
  - Status
  - Value

LETTERS OF INTENT AND PROPERTY INVENTORY							
Map ID	Parcel ID	Property Owner	Letter of Intent	Existing Easements (utility, access, etc.)	Acquisition	Property Size	Value*
A-1	55-55-0111	Sarah	✓	None	Acquisition (fee)	25' x 125'	\$3,000
A-2	55-55-0112	Charlie	✓	Unknown	Acquisition (easement)	25' x 125'	\$1,000
A-3	55-55-0113	Tim	✓	None	Acquisition (fee)	25' x 125'	\$3,000
A-4	55-55-0114	Town of Hoosierburg	N/A	None	Owned	20' x 150'	\$150,000
A-5	55-55-0115	Marissa	✓	40' Utility Easement	Acquisition (fee)	20' x 150'	\$5,000
A-6	55-55-0116	Hoosierburg Hotel	✓	40' Utility Easement	Acquisition (fee)	20' x 150'	\$5,000
A-7	55-55-0117	Hoosierburg Café	✓	40' Utility Easement	Acquisition (fee)	50' x 160'	\$10,000
A-8	55-55-0118	Bike Shop	✓	None	Donation	50' x 160'	\$10,000
A-9	55-55-0119	Bike Shop	✓	None	Donation	50' x 160'	\$10,000
A-10	55-55-0120	Ice Cream Store	✓	None	Acquisition (easement)	25' x 200'	\$3,000

*\*Not indicative of actual property values*



# 15. Evidence of Value

For each acquisition that will occur during the project:

- Provide an appraisal or alternative evidence of value acceptable to DNR.
- Value must be reflective of acquisition type, such as in fee or easement.
- DNR prefers appraisals completed by a Certified General Appraiser.
- Subject to review by DNR Land Acquisition staff.



# 16. Letters of Intent

For each acquisition of real estate that will occur within the project, **applicant must provide either a:**

- Letter of Intent,
- Signed Option,
- Executed Purchase Agreement, or
- Commitment Letter demonstrating willingness to exercise eminent domain if needed

Land acquisition resources can be found under Grant Applicant Information at <https://on.IN.gov/NextLevelTrails>.



# 16. Letters of Intent

**Willing Seller:** Applicant must at minimum provide a signed letter of intent demonstrating the seller's willingness to transfer the land to the applicant.

- If donation or bargain sale, letter should clearly state the seller's intention to donate or sell the land below market value.
- Projects with land acquisition under option or contract will be viewed favorably.
- Sample cover letter and letter of intent available on website.



# 16. Alternative to Letters of Intent

For any parcels for which the applicant cannot provide a letter of intent signed by a willing seller:

- Provide a commitment letter demonstrating the appropriate local unit of government's willingness to exercise its right of eminent domain, if necessary.

See Eminent Domain Memorandum on website for more information on what should be included in a commitment letter.

The right of eminent domain should only be used when all other options have been exhausted.





# Other Required Items

# 17 & 18. W-9 & Direct Deposit Form

- Grant recipients are viewed as “vendors” within the State accounting system.
- In order to be eligible to receive grant funding, applicants must submit a:
  - W-9
  - Direct Deposit Form
- These forms will NOT be a part of the application packet, but instead must be submitted to [DNRVendorForms@dnr.IN.gov](mailto:DNRVendorForms@dnr.IN.gov) before round deadline.
- These documents can be found under Grant Applicant Information at <https://on.IN.gov/NextLevelTrails>.



# 19. State Bidder Registration Documentation

- All grant recipients will need to electronically sign state grant agreement with the DNR.
- Registering as a “bidder” with the Indiana Department of Administration (IDOA) is required to electronically sign the contract.
- Registering and/or updating a IDOA “bidder” profile can be done online at: <https://www.in.gov/idoa/procurement/supplier-resource-center/requirements-to-do-business-with-the-state/bidder-profile-registration/>.
- A screenshot of your bidder profile showing your bidder ID or just reference of your bidder ID # will suffice as adequate documentation for the application packet.





# 20. 501(c)(3) Non-Profit Organizations Only

- To be considered an eligible applicant for Next Level Trails, 501(c)(3) non-profit organizations must show proof of their non-profit status.
- An IRS Letter of Determination is the simplest way to prove non-profit status.
- A copy of this or other sufficient documentation should be included in the application packet.



# 20. 501(c)(3) Non-Profit Organizations Only

Additionally, all non-profits must be registered with the Indiana Secretary of State Office to be eligible for NLT.

Please note, any non-profits receiving a NLT grant, which is considered government financial assistance, will need to submit an Entity Annual Report (Form E1) to the Indiana State Board of Accounts annually for oversight.





# Evaluation Criteria

# Project Evaluation: Preferences

Projects that further the completion of the State Visionary Trail System

Projects that connect schools, parks, neighborhoods, commercial centers, or local attractions

Projects that connect multiple cities, towns, or counties

Projects that connect or extend existing trails

Projects that maximize partnerships\*

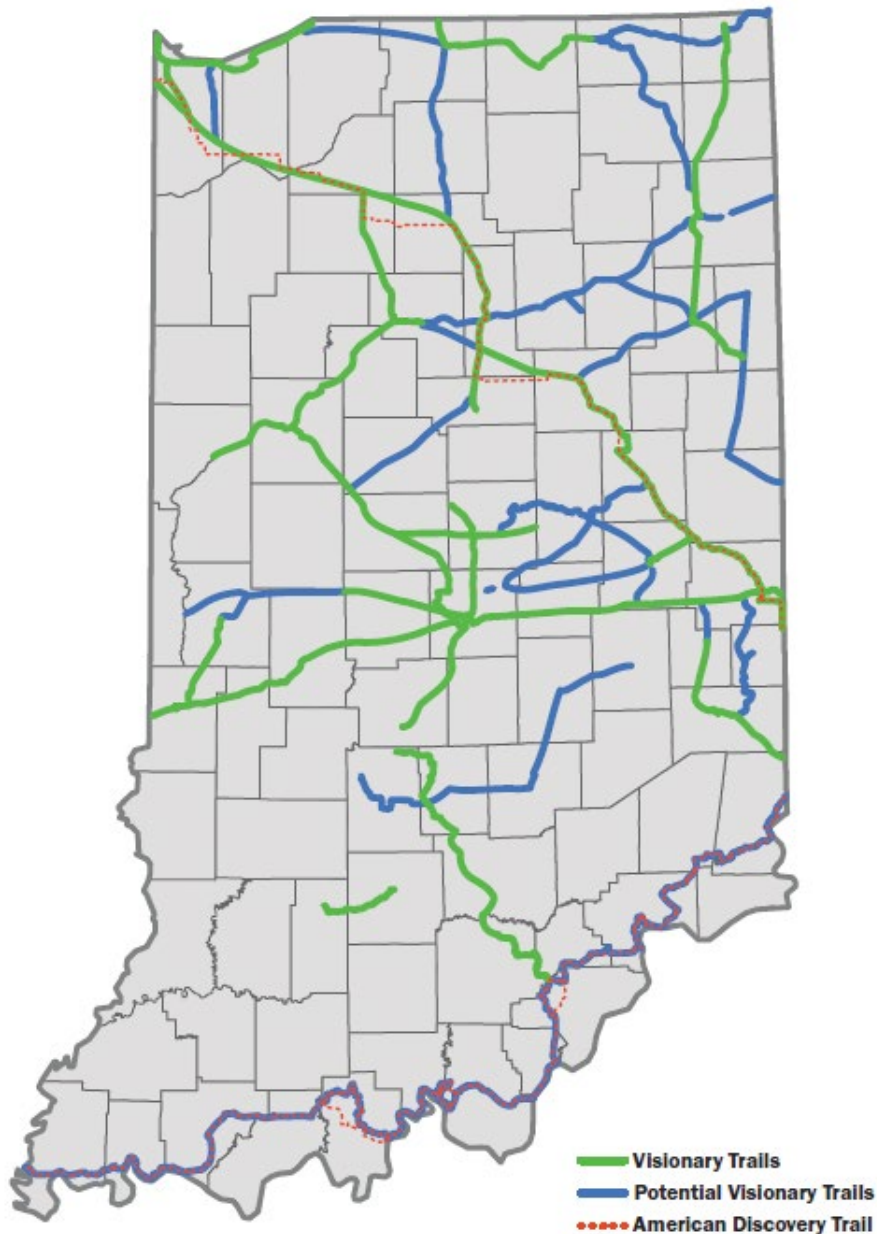
\*Partners contribute significant financial or other valuable resources



# Preference for Regional Projects

Preference given to projects that further the completion of the State Visionary Trail System

- Both visionary and potential visionary trails are eligible for this preference.
- Based on the project's significance toward completion of the System.



# Preference for Local Projects



Preference given to projects that connect schools, parks, neighborhoods, commercial centers or local attractions.

- *Based on the number, significance, and quality of connections*
- Use map and connectivity narrative to highlight these connections.



# Preferences for All Projects

Preference given to projects that connect multiple cities, towns, or counties.

- Based on the number, significance, and quality of connections.
- Show jurisdiction lines on map.
- Include in application form and connectivity narrative.

Preference given to projects that connect or extend existing trails

- Especially those that close gaps or make critical connections.
- Can make multiple connections or extend an existing trail on two ends.
- Highlight on map, application form and connectivity narrative.



# Preferences for All Projects

Preference given to projects that maximize partnerships.

- Based on number of partners providing substantial valuable resources.
- Partners may include: landowners, local businesses, community foundations, non-profits, health providers, individuals, etc.
- Indicate partnerships on application form and fiscal partner narrative.
- Match documentation must be provided for every partner.





# Project Evaluation: Considerations

Projects that are part of national or multi-state trail system

Projects in townships considered deficient in trail miles per capita

Projects that connect trail users to nature

Projects on an accelerated timeline

Projects offered in collaboration with another NLT applicant

Projects that exceed 20% match

Projects that provide access to a population not currently within a 5-mile radius of a trail

Projects that develop the most miles of trail and accommodate multiple types of trail uses

Statewide distribution of NLT funds

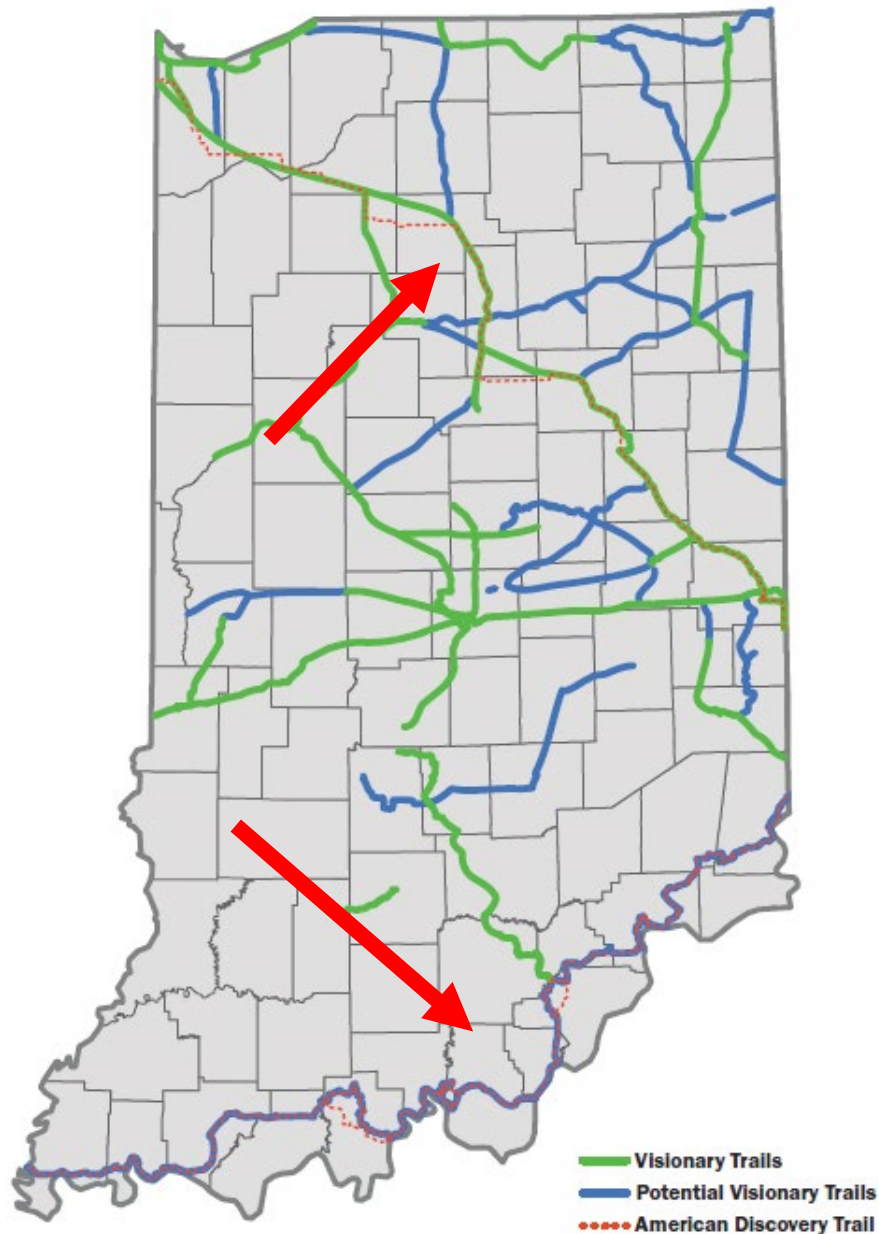
Projects that are a part of an existing regional or comprehensive plan



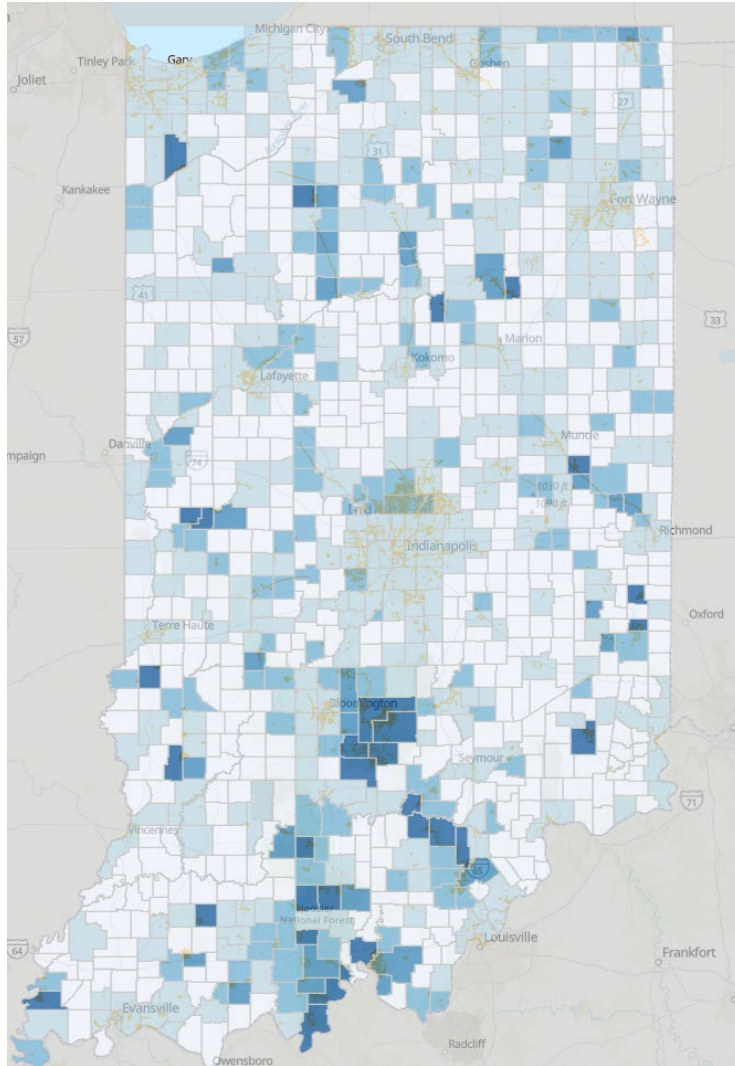
# Consideration for Regional Projects

Consideration given to projects that are part of a national or multi-state trail system.

- Examples: American Discovery Trail, Great American Rail-Trail (national trail systems), Ohio River Greenway, Marquette Greenway, National Road Heritage Trail, IN-MI River Valley (multi-state trail systems)
- Use map and connectivity narrative to highlight these connections.

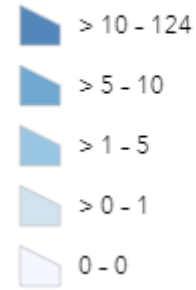


# Consideration for Local Projects



Trail Miles Per Capita 2023

Trail Miles Per 1000 Residents



Consideration given to projects in townships considered deficient in trail miles per capita.

- *Based on Indiana Trails Inventory and 2020 U.S. Census data.*



# Consideration for Local Projects



Consideration given to projects that connect trail users to nature.

- Awarded subjectively based on substantial and meaningful connections to nature.
- Use the map, photos, and environmental section of the project narrative to highlight natural areas on or near trail. Examples include: forests, riparian corridors, wetlands, unique geologic features, nature preserves, etc.



# Consideration for All Projects

Consideration given to projects on an accelerated timeline.

- Based on realistic completion date utilizing upfront funds.
- 4-year maximum
- Show estimated completion date on application form.
- Detail accelerated timeline in the timeline section of the project narrative.




# Consideration for All Projects

Consideration given to projects offered in collaboration with another Next Level Trails applicant.

- Project must be submitted as one of two or more directly connecting NLT proposals
- Should note this on application form.

Consideration given to projects that exceed the minimum 20% match.

- Example: A diagram illustrating the calculation of a grant request. It consists of three blue circles. The first circle on the left contains the text "100% Project Costs". A minus sign is positioned between the first and second circles. The second circle contains the text "30% Match". An equals sign is positioned between the second and third circles. The third circle contains the text "Grant Request for 70%".
- Evaluation based on field of applicants.
- Should note match % on application form.
- Prove match % in cost breakdown and match documentation.

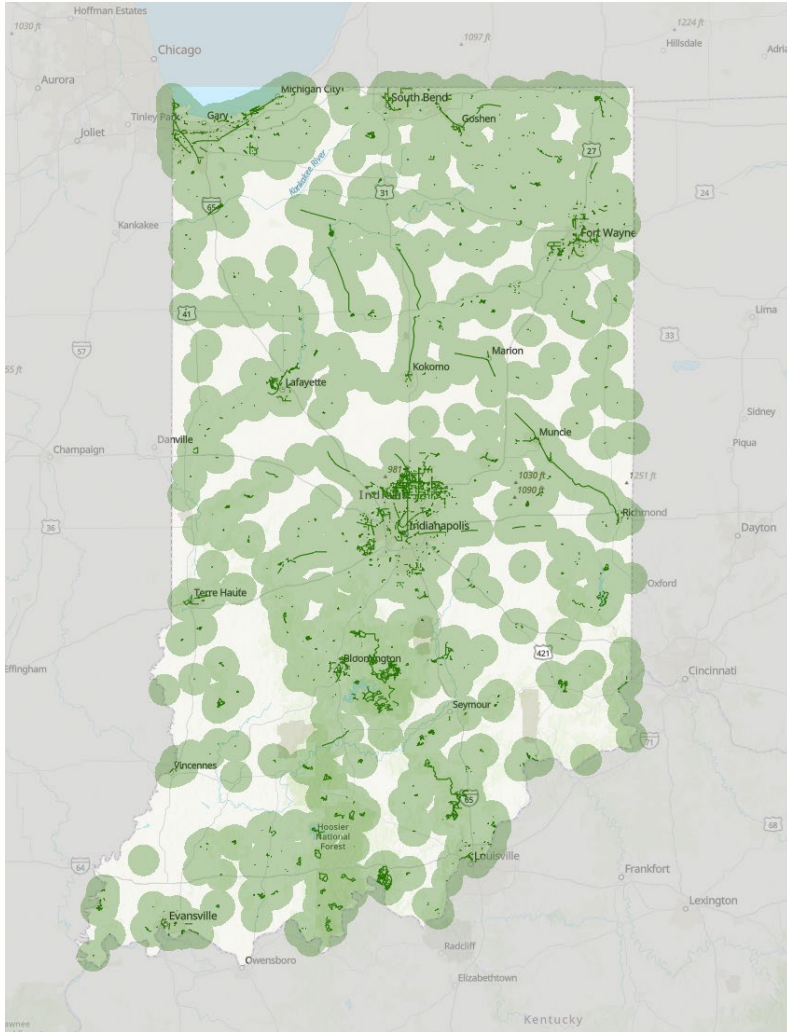


*Population within 5 miles of a trail (May 2023)*

# Consideration for All Projects

Consideration given to projects that provide access to a population not currently within a 5-mile radius of a non-motorized trail.

- *Based on Indiana Trails Inventory*



# Consideration for All Projects

## Consideration given to projects that develop the most miles of trail.

- Evaluation based on field of applicants.
- Should note this on application form and show in map.
- Do NOT include mileage of larger project, existing miles of trail or sidewalk/bike lanes.
- DNR will verify mileage w/ ArcGIS.

## Consideration given to projects that accommodate multiple types of trail uses.

- Evaluation based on field of applicants.
- Please note allowed uses and surface type on application form and in project narrative.

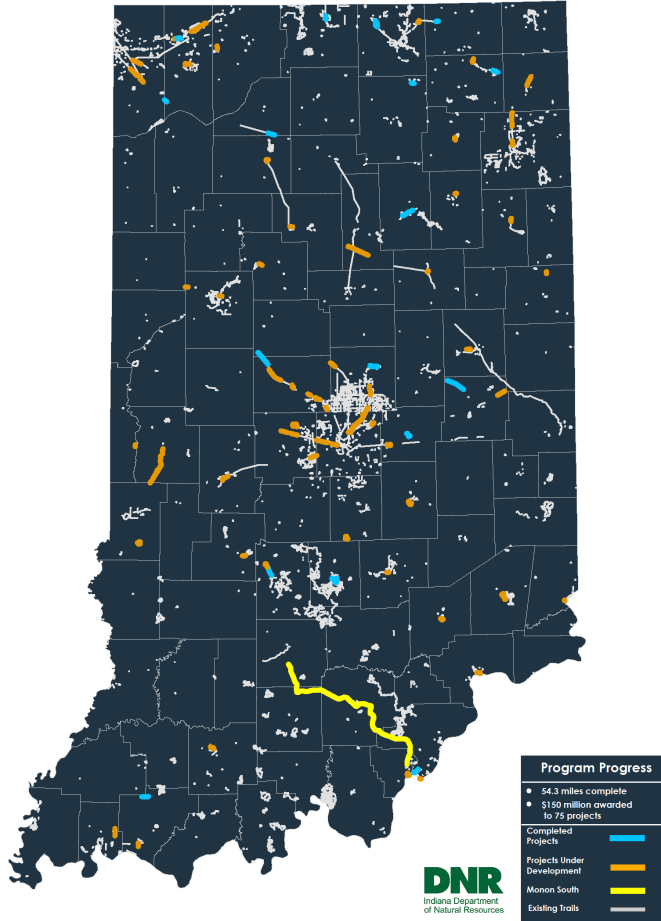




# Consideration for All Projects

Consideration given for statewide distribution of funds.

- Evaluation based on field of applicants.



# Consideration for All Projects

Consideration given to projects that are part of an existing regional, local, or comprehensive plan.

- Based on number, significance, and quality of plan(s).
- Include multiple plans if applicable.

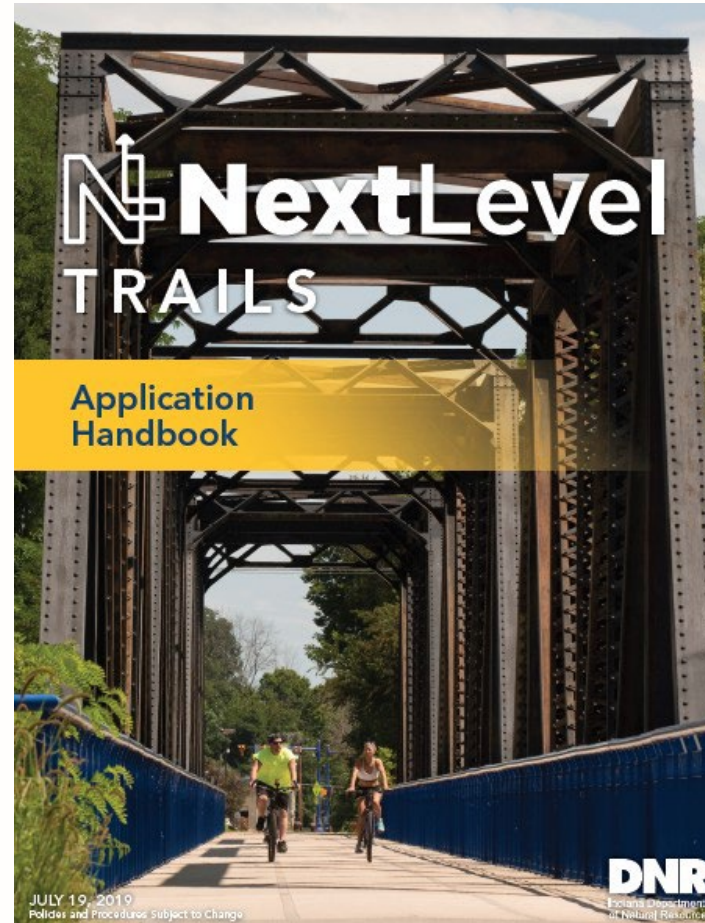




# Resources

# Resources for NLT Applicants

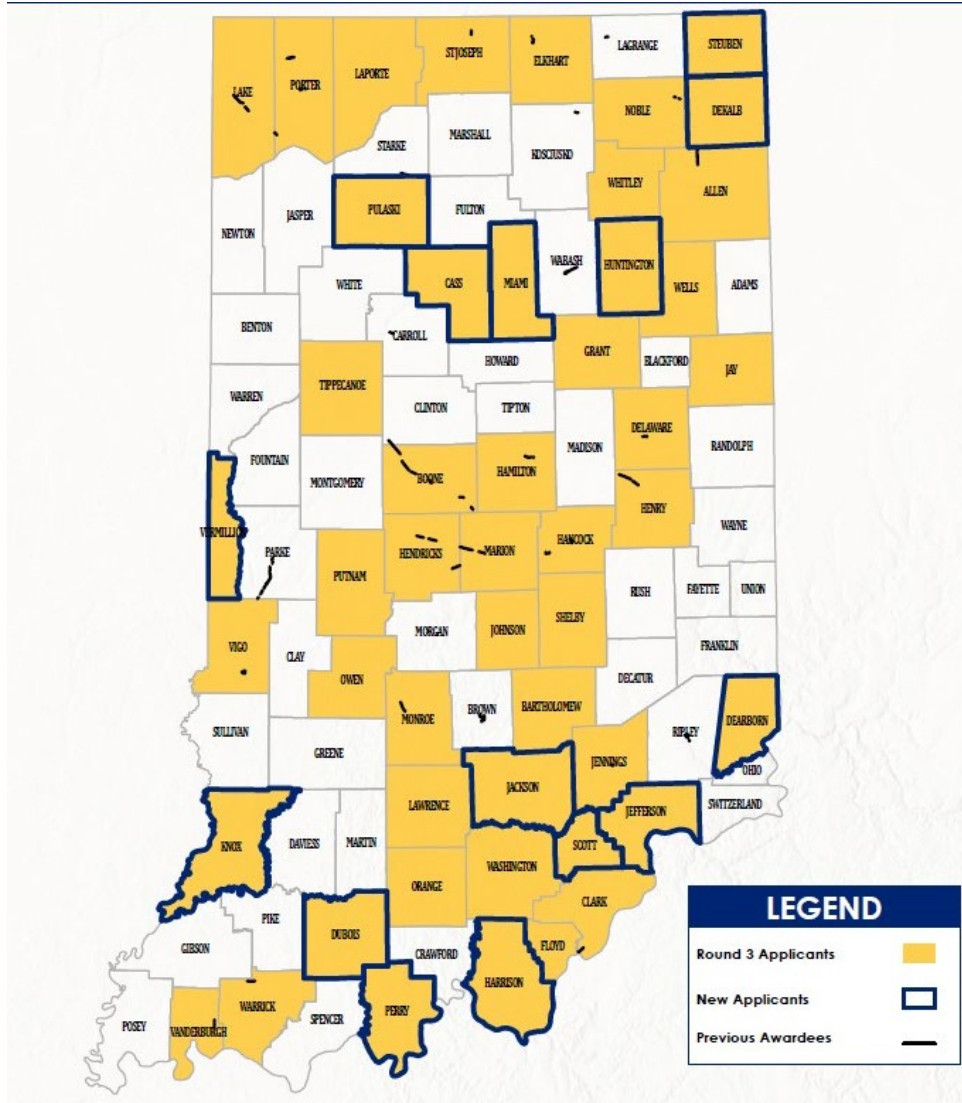
- Applicant Handbook
  - Application Checklist
  - Application Form
- Doing Business with State of Indiana
  - DNR Vendor & Bidder Registration Information
  - W-9
  - Direct Deposit Form
  - Bidder Registration Instructions
- Real Estate Handbook
  - Sample Cover Letter
  - Sample Letter of Intent
  - Eminent Domain Memorandum
- Grantee Handbook





# Round 3 Recap

# Round 3 Geographic Distribution

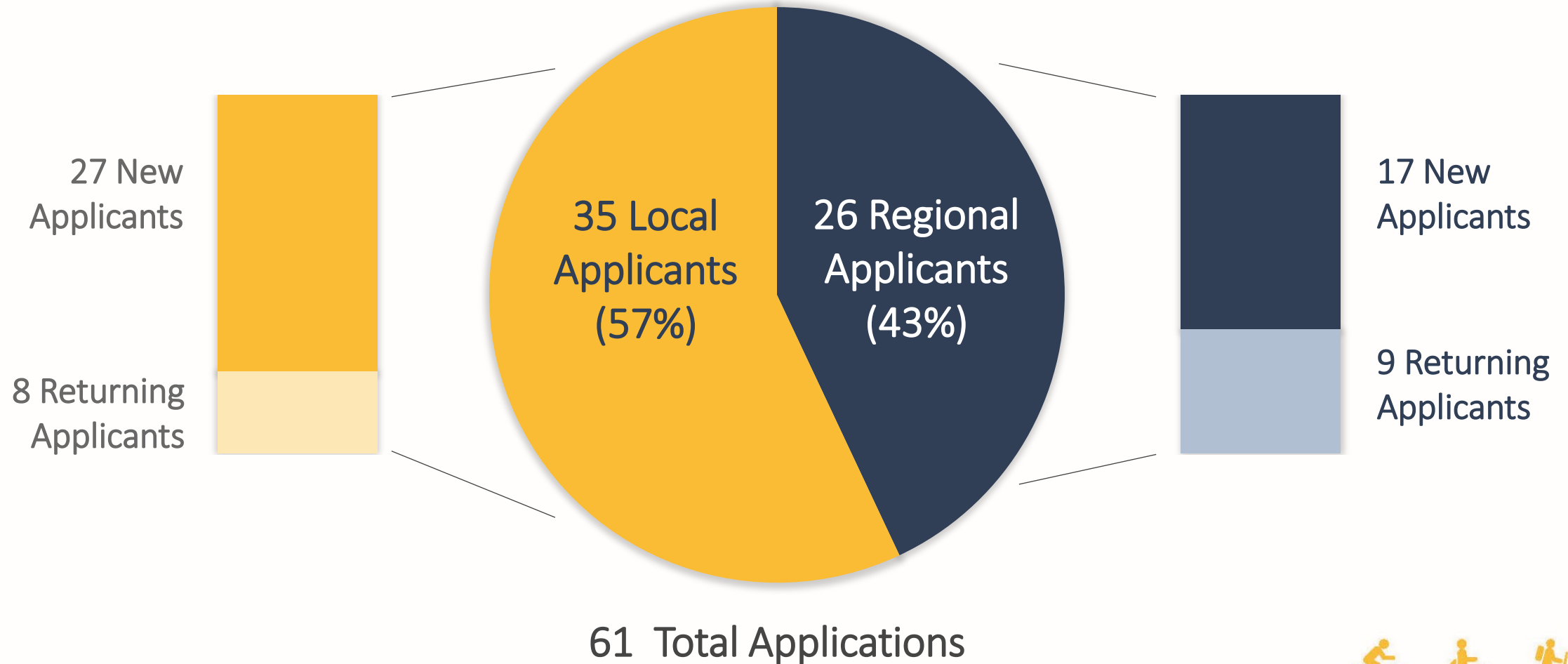


- 48 Counties had a Round 3 NLT application in them (Gold)
  - This represents 52% of Indiana counties
- 15 'New' Counties or those that did not have an application in them in Round 1 or 2 (Navy Outline)

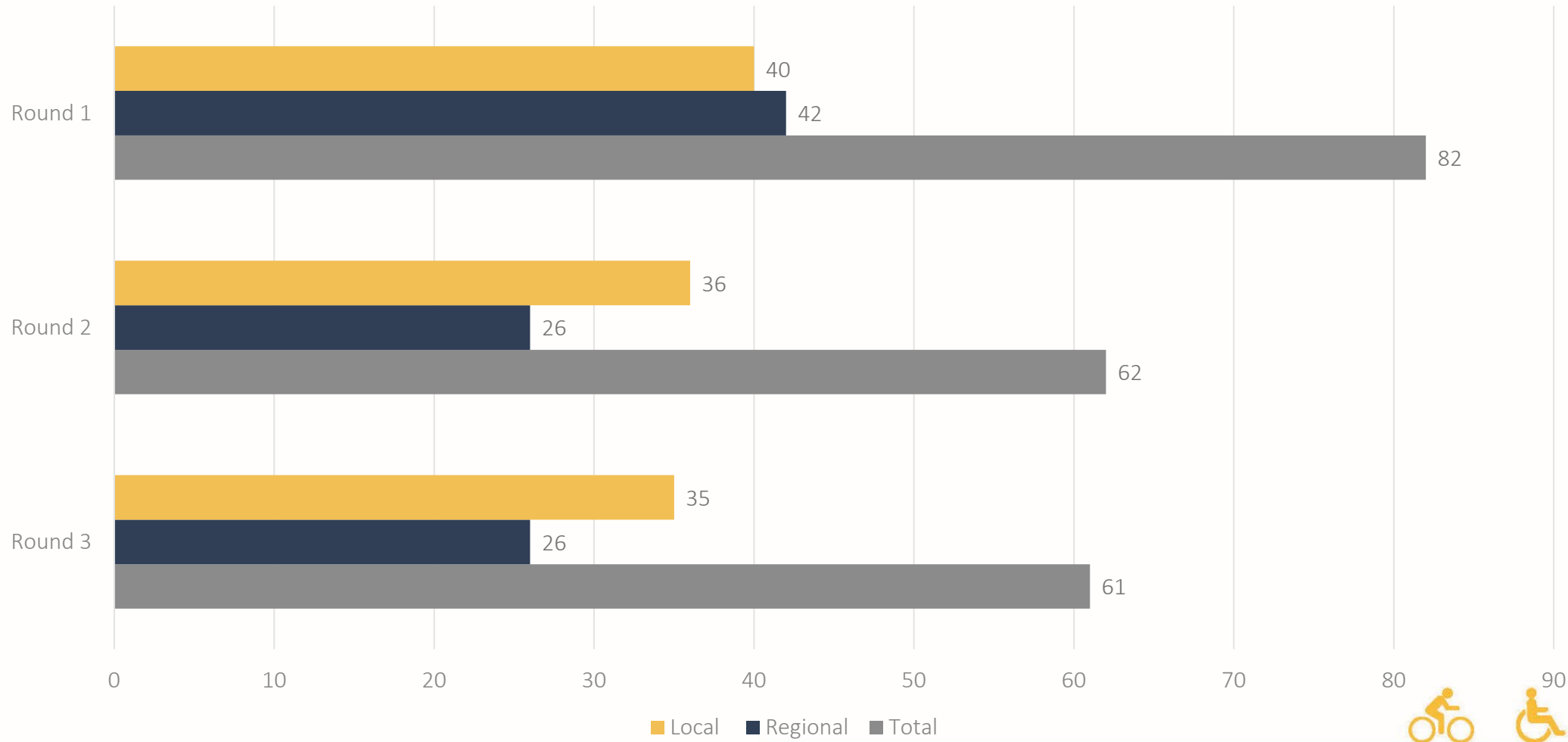
\*Multiple applications submitted within some counties



# Round 3 Application Breakdown

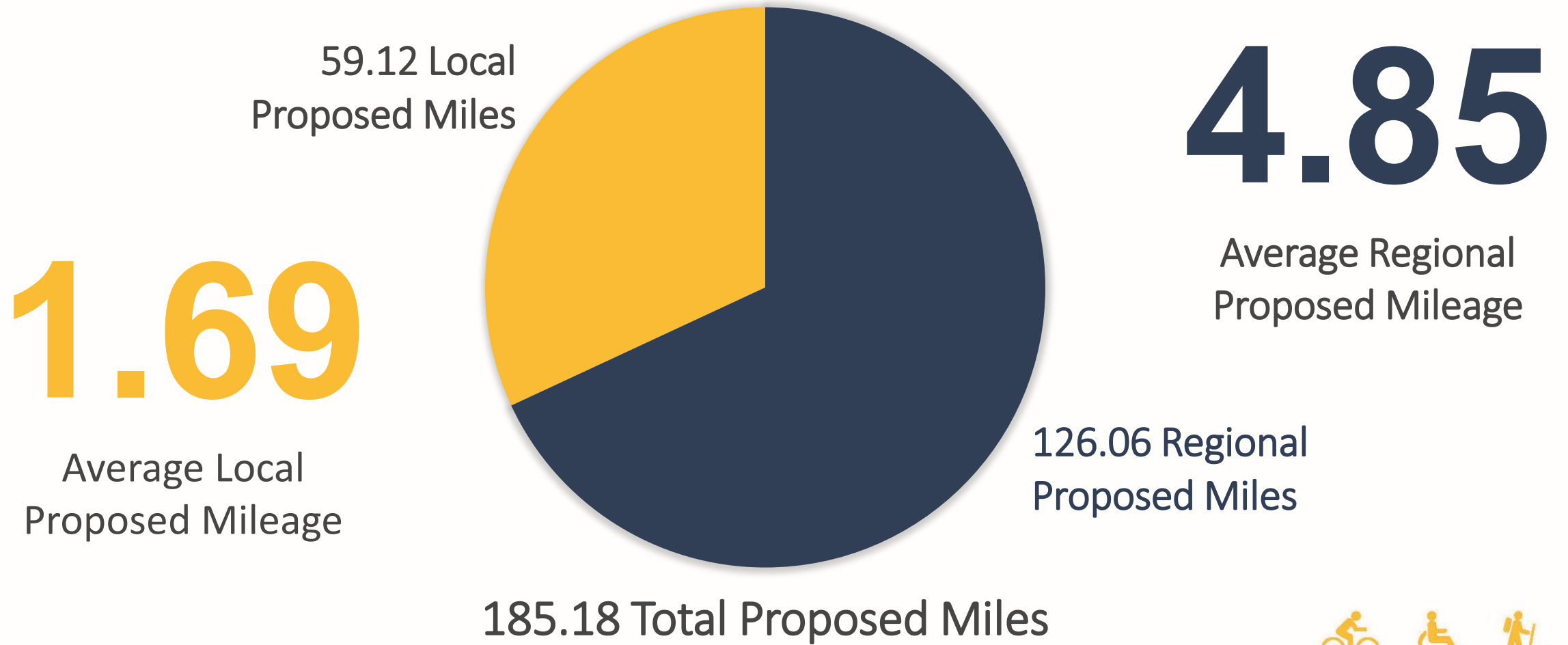


# Application Breakdown by Round

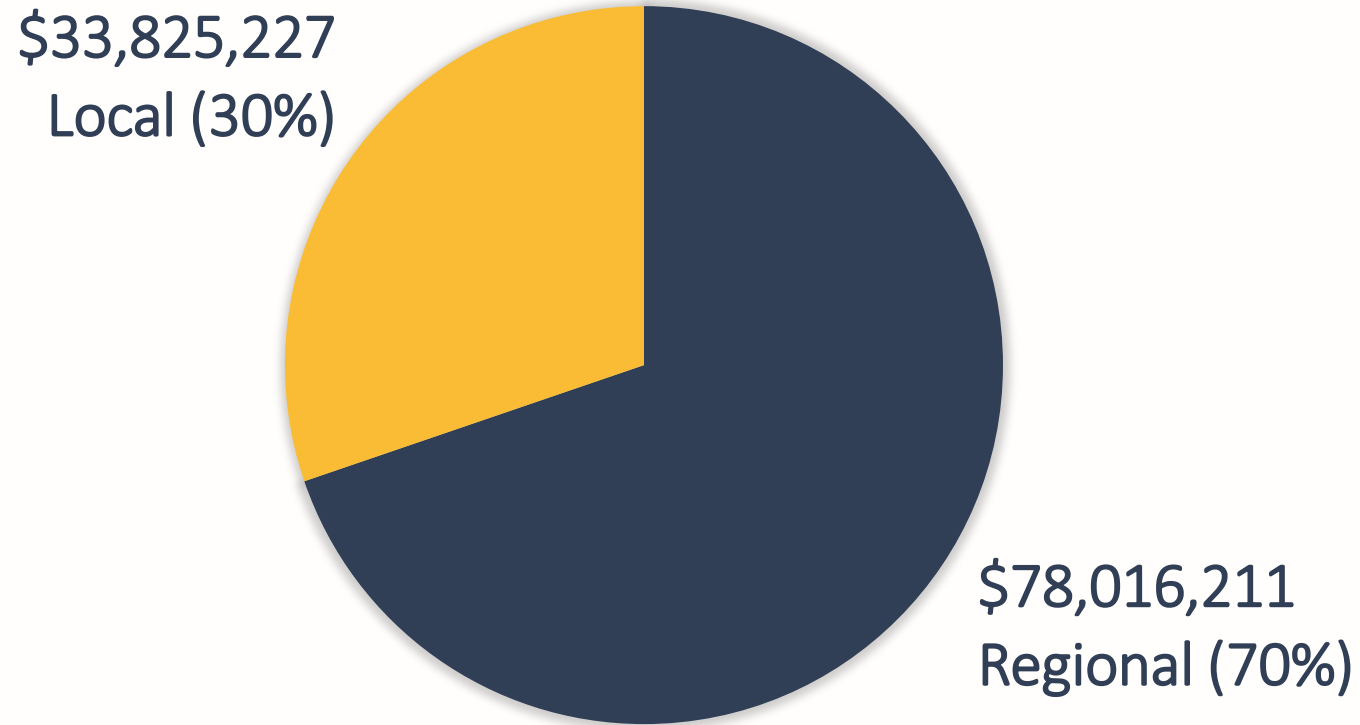




# Round 3 Proposed Mileage



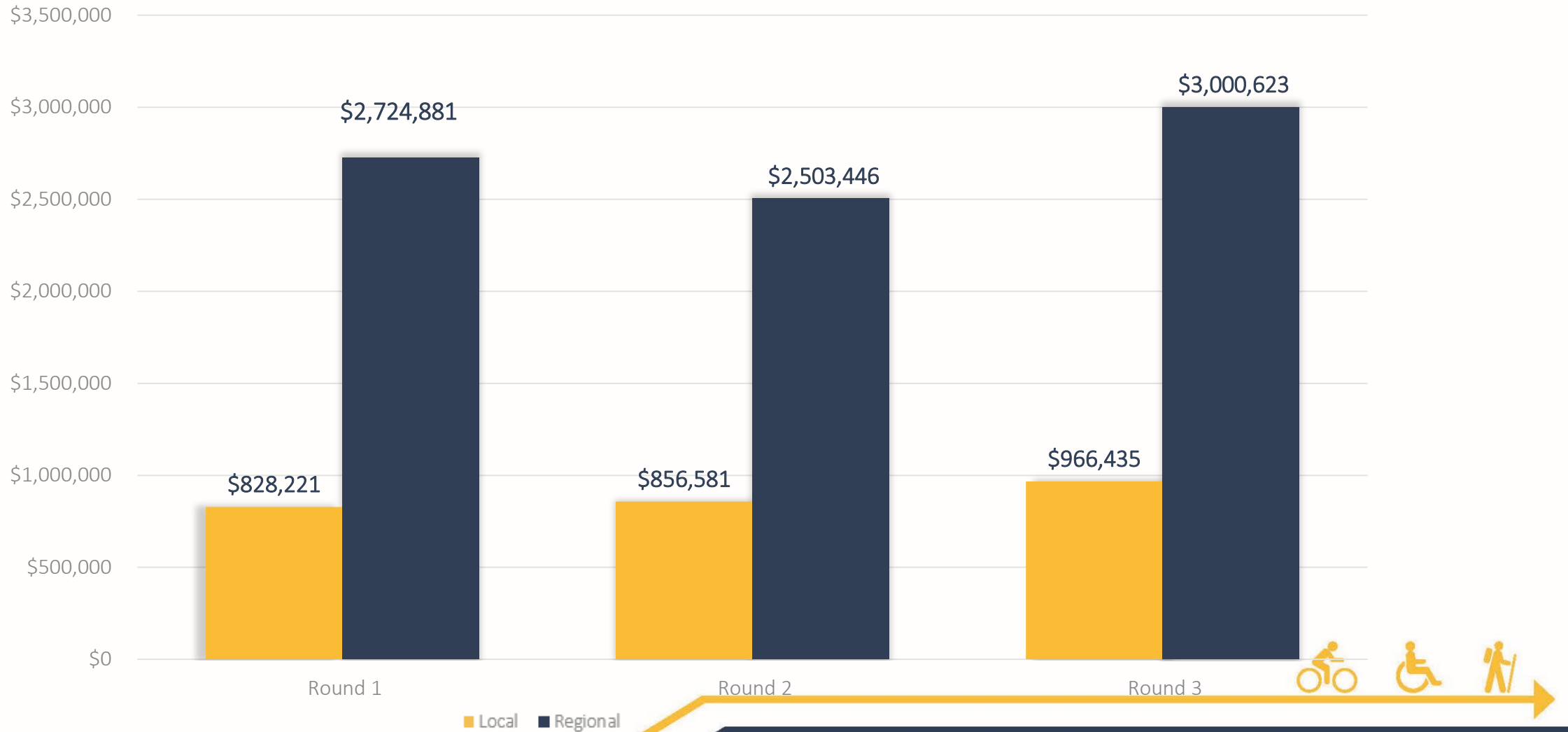
# Round 3 Regional / Local Grant Requests



\$111,841,438 Total Funds Requested



# Average Grant Request By Round



# Applicant Match Overview

**30%**

Average Match (Round 1)

29% Average Match - Regional  
30% Average Match - Local

**33%**

Average Match (Round 2)

30% Average Match - Regional  
35% Average Match - Local

**31%**

Average Match (Round 3)

30% Average Match - Regional  
31% Average Match - Local



# Round 3 Awards

- Gov. Holcomb announced NLT Round 3 awards on **April 20, 2022**
- **38** trail projects awarded.
  - **17** regionally significant projects.
  - **21** locally significant projects.
- **77 Miles** of trail to be developed in **33 counties**.
- **\$65 million** in Next Level Trails grant funding awarded.
  - Additional **\$37 Million** in local match value
  - Total Value of **\$102 Million** invested in trail development.
- See 'Awards' on <https://on.IN.gov/NextLevelTrails>







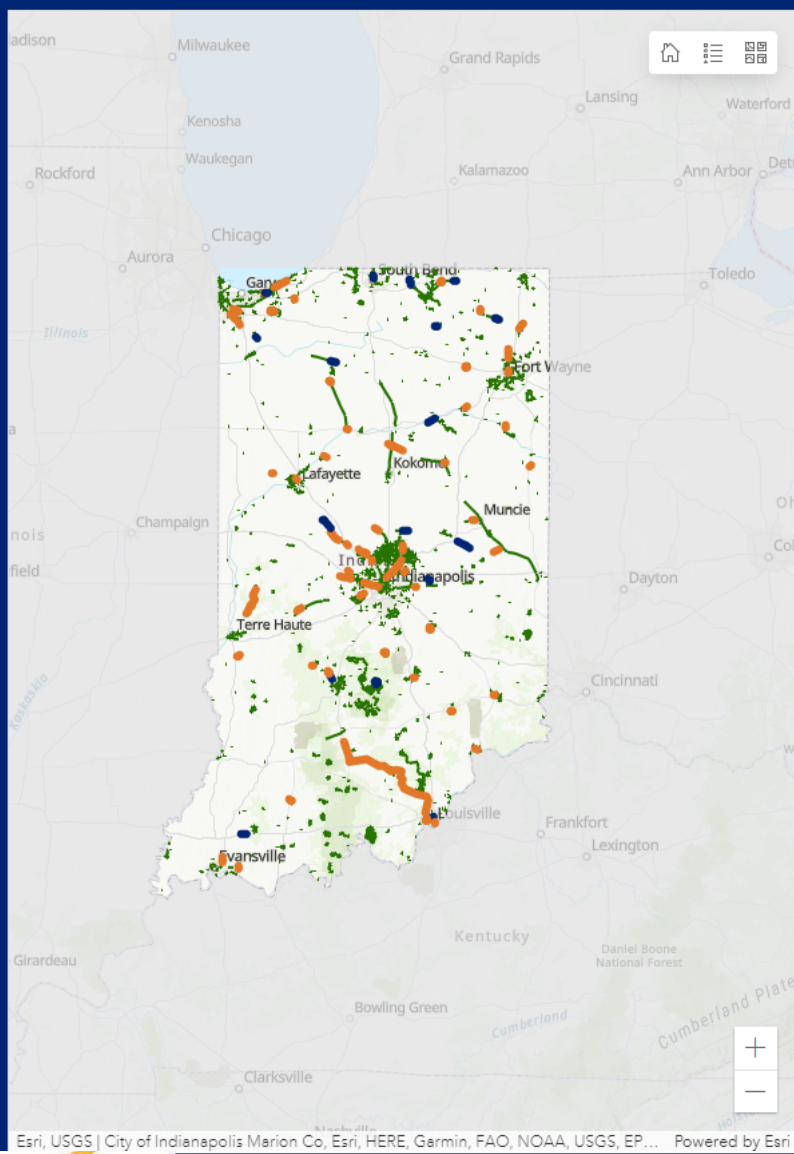
**NextLevel TRAILS**

Next Level Trails (NLT) has invested \$150 million – the largest infusion of state trail funding in Indiana history – to help develop regional and local trails. Next Level Trails is part of Governor Holcomb’s broader Next Level Connections infrastructure program and encourages collaborative efforts to accelerate trail connections. An additional \$30 million will be awarded in 2023. The Department of Natural Resources administers the NLT program. Learn more about Next Level Trails at [on.IN.gov/nextleveltrails](https://on.IN.gov/nextleveltrails).

How to use this dashboard:

**Total Projects**

**75**



**Project Status**

Search...

- 30th/ Northwood Trail (Pre-Construction)
- Auburn-Waterloo Trail (Pre-Construction)
- Aurora Trail Connector (Pre-Construction)
- B&O Trail (B&O Trail Association) (Under Construction)
- B&O Trail (Speedway) (Under Construction)
- Big 4 Trail (Colfax) (Open)

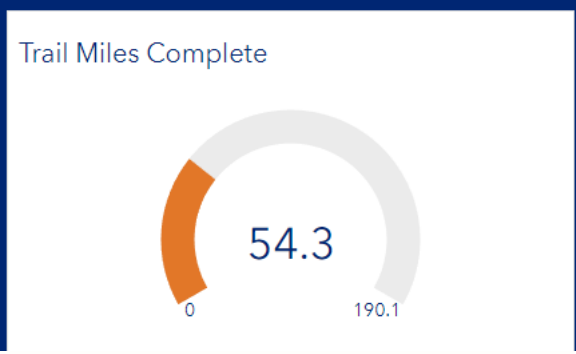


**Projects Completed**

**17**

**Trails By Length**

- Monon South 62.30 miles
- Griffin Bike Park 14.50 miles
- Nickel Plate Trail (Indy) 10.30 miles
- Parke Community Rail Trail 9.88 miles
- Hassmer Hills Trail Connection Project 8.00 miles
- Brown County State Park Mountain Bike Trails 7.50 miles
- Nickel Plate MAC Trail 7.10 miles
- Marquette Greenway (Porter County) 6.52 miles
- B&O Trail (B&O Trail Association) 6.43 miles



**Under Construction**

**18**

**Trails By Grant Amount**

- Monon South \$29,500,000
- Parke Community Rail Trail \$5,000,000
- Nickel Plate Trail (Indy) \$5,000,000
- Marquette Greenway (Porter County) \$4,900,000
- B&O Trail (Speedway) \$4,893,479
- B&O Trail (B&O Trail Association) \$4,583,050
- Nickel Plate Trail (Fishers) \$4,533,388
- Nickel Plate MAC Trail \$3,623,297



# General Questions