




MTP FAQ


The following frequently asked questions and responses are offered as supplemental to the existing Maine Trails Program Guidance, Application, Budget and Timeline documents posted on the MTP website. Those documents serve as the primary source of information for this program.

PROJECT ELIGIBILITY, SCORING, AND TRAIL TYPE

-  Can a single applicant apply for multiple project sites?
 - Yes, if the applicant has adequate control of those trail locations, a single application and award can benefit multiple sites. Control is defined as ownership or a formal agreement with the landowner in which permission is granted for the use of the trail.


-  Can our club collaborate with other clubs in our region to submit one application that benefits a regional interconnected trail?
 - Yes, this is encouraged to share the burden of the application process and the benefits of a larger award.
 - This “umbrella” approach will require one fiscal agent / grant lead who will be able to manage the finances.
 - A project manager can be hired and paid for by the grant, to keep all the pieces moving in the right direction toward successful project completion.

-  What are the nonprofit requirements? Do I need to be a 501(c)3 to qualify?
 - Any Maine nonprofit with 501(c)3 status is eligible with documented control or tenure.
 - Municipalities and county governments are also eligible.


-  Can our nonprofit trail building organization apply for funding on behalf of project partners?
 - Yes. If your nonprofit is essentially a trail building endeavor (not a landowner or manager) and you are partnering with landowners or managers to work on

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their trails, your organization must have a standing relationship (formal agreement of control) with the landowner to steward the trails on their land.

 Do I need to know whether my trail is a motorized, non-motorized or multi-use trail to apply?

- No. Just answer the questions in the application, and we will determine which funding stream best aligns with your project.


 If building a multi-use trail, how do I select what primary use the trail is designed for?

- Even multi-use trails should be designed for the anticipated primary use / user group. Select what you feel will be the dominant use. Then select the others in the next question.

 Does the trail type affect the scoring? Are there preferred trails to be funded?

- No. The two primary criteria the application / project will be judged by will be the viability of the project and the likelihood the outcome will be used. All trails are equal in the eyes of MTP.


PROJECT FUNDING, REIMBURSEMENT, AND MATCH

 How much money can I get for our trail project?


- The first-year grant award cap is set at \$250,000.

 Can I request advanced reimbursement?

- Yes. Upon execution of a project agreement, sponsors can ask for up to 25% of their total award amount as an advance against future reimbursements.


 Can I use other grant funding to meet the 10% minimum match requirement?

- Yes, any other funding source is eligible for use as MTP match.


 How does match work?

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- Match is the portion of the project costs that the project sponsor covers themselves.
 - In a reimbursement grant environment, all costs must be paid first by the grant recipient. Then, upon submitting for reimbursement, you provide documentation of invoices and bills paid. The grant will reimburse these at 90% which means the grant recipient provides the 10% match.
 - 100% of out-of-pocket costs can be recovered if the grant recipient uses in-kind match (donated goods, materials, labor, services). In this case, the total value of the project remains the same, but the donated items, services, and labor offset the out-of-pocket cost the project would otherwise incur. In-kind is an eligible match, and if you have enough of in-kind you could recover 100% of your out-of-pocket expenses. In-kind match will need to be clearly documented.

 Do we need to document volunteer time, donated equipment and materials?


- Yes. The grant recipient must record the time volunteers are working on the project, and the type and duration of use of any equipment donated for use to be able to claim the values generated by these donations. Forms are available from the GCR office, but any paper record will work.
- Without proper documentation we will not be able to count the claimed value as match.

 What is a volunteer worth?

- The [Independent Sector](#) has set Maine's volunteer value at \$32.13/hr.

 Should I use MaineDOT equipment rates or FEMA rates to establish equipment values?

- Use [FEMA](#). The values are higher, and the equipment listed is more diverse.

 What's the difference between the MTP and the ORV club and municipal grants, and can ORV grants be used as match?

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- MTP is a new grant program funded through state bonds. It does not replace or have any relationship with the existing ORV grant programs for ATV and Snowmobile trails.
- ATV / Snowmobile clubs and municipalities could use ORV funding however as match for a MTP project as long as the project itself was eligible under MTP guidelines.


GRANT APPLICATION ASSISTANCE

 Should my organization hire a grant writer to get us through the application process.

- This is up to you, but it is not necessary. Don't over think the questions, answer them as simply as you can.
- If you are going to hire someone, we suggest hiring a trail planner to help you develop a plan that will result in a sustainable and resilient outcome. The trail planner could also help you with the mapping requirements.
 - Note that costs for this kind of design and engineering in advance are eligible for reimbursement or match if costs are incurred within two years of the project agreement.


 Do I need to have clearance letters back from MNAP, IFW, MHPC before applying?

- Ideally you would have requested these letters far enough in advance to get them back and to have adjusted your proposal based on their feedback. However, if you have requested clearance in a reasonable lead time ahead of application and you have not received a response by the time you need to submit your application, please include a copy of your communication requesting clearance as evidence of your attempt.

 We are a small club and haven't tackled an application like this before. Is there any assistance available for us to help with the application?

- Yes.
 - Work with your local municipality and ask them to request assistance from the county.
 - See the response below regarding MTP Ambassadors

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 Who can help me if I have questions about the program and/or the application process?

- You can work with your local municipality and ask them to request assistance from the county.
 - All counties currently have ARPA funded staff who could help with the application process.
- We have trained several MTP Ambassadors to help. Please go to Maine Trails Coalition, Maine Snowmobile Association, Maine ATV Coalition, Maine Land Trust Network, Maine Recreation and Parks Association, Natural Resource Council of Maine to find someone near you who can help.
- We have a new Trails Planner who you can reach out to with program and application questions. His email is adam.c.n.fisher@maine.gov.