



Maine Trails Program

Grant Application for 2025 project start

Grants and Community Recreation Program
124 State House Station
Augusta, Maine 04333
(207) 624-6090

Chances of funding increase if you read the Program Guidance document before filling out this application.

MTP Grant Overview

The Maine Trails Program (MTP) is an assistance program of the Bureau of Parks & Lands via Maine's \$30 million Trails Bond. The MTP provides funds to develop and maintain recreational trails and trail-related facilities for motorized and non-motorized recreational trail uses. MTP grants can fund the development and renovation of eligible trails, trailhead and trail-side amenities.

The MTP is administered by the Maine Department of Agriculture, Conservation, and Forestry; Bureau of Parks and Lands, Grants and Community Recreation Program.

For more detailed information about this program please visit <https://www.maine.gov/dacf/parks/about/grants.shtml>

The maximum award in the first grant cycle will be \$250,000.

- Eligible applicants: Non-profit organizations; Municipal agencies (cities, towns, counties, school districts, etc.); State agencies.
- The MTP grant can fund up to 90 percent of eligible project costs. Project sponsor match can be in the form of cash or donated supplies, materials and/or labor.
- The MTP is a reimbursement program, however up to 25% of total award may be requested as an advance against future eligible expenditures. Alternatively, if a loan is obtained to fund the project, interest payments are eligible for reimbursement.

ELIGIBLE PROJECTS/ACTIVITIES:

- ✚ Existing Trails: renovation, relocation, bridging, and/or related signage
- ✚ Trail must be open to the public
- ✚ Development and/or rehabilitation of trailside and trailhead facilities with a direct relationship to a recreational trail.
- ✚ Construction of new recreational trails, bridges and related signage.
- ✚ Improvements to trail access and use for persons with disabilities and/or special needs.
- ✚ Creation, expansion, or improvement of water trails including construction/restoration of boat landing infrastructure, signage, outhouses, portage trails, campsites, etc.
- ✚ Construction of new trails on federal land provided the project has been approved by the managing agency(ies).
- ✚ Purchase of smaller trail building equipment, e.g., chainsaws, hand tools, pole trimmers etc, can be an eligible expense.
- ✚ Campsites may be eligible depending on the need for trail viability.
- ✚ A sidewalk that connects two existing trails may be eligible
- ✚ Trail design and engineering costs incurred within 24 months of the project award are eligible as a match for up to 10% of the grant amount but are not reimbursable.

PROJECTS/ACTIVITIES NOT ELIGIBLE:

- ✚ Feasibility Studies. Rail concept planning.
- ✚ Dismantling of state-owned tracks and ties for non-rail use.
- ✚ Private Trails.
- ✚ Law Enforcement.
- ✚ Road construction, sidewalks*, gardening/landscaping, parks or park equipment, sprinklers, or campgrounds.
 - A sidewalk that connects two existing trails may be eligible.
- ✚ Construction/improvements within a federal, state, county, or town road right-of-way.
- ✚ Funding staff/intern positions not related to a specific MTP-funded project/program.

Part 1 – Applicant Information

Organization

Organization Name Town of Bowdoinham			
Executive Officer – Name Nicole Briand		Executive Officer – Title Town Manager	
Primary Contact – Name Yvette Meunier		Primary Contact – Title Dir. of Planning & Development	
(Primary Contact) email planning@bowdoinham.com		Mailing Address 13 School St.	
City Bowdoinham	State ME	Zip 04008	Telephone 207-666-5531
Federal Tax ID Number 016000077			

Applicant Type

<input checked="" type="checkbox"/> Municipal	<input type="checkbox"/> State	<input type="checkbox"/> County	<input type="checkbox"/> Federal
<input type="checkbox"/> Non-Profit	<input type="checkbox"/> School	<input type="checkbox"/> Other:	

Part 2 – Project General Information

1. Title: below give this project a short descriptive name.

Cathance Meadow Trail System Improvements

2. Project Category - check all that apply:

- Maintenance and Restoration of Existing Trails
- Development and Rehabilitation of Trailside and Trailhead Facilities
- Construction of New Recreational Trails

3. Project Descriptive Narrative Summary

Be informative and concise. Tell us about what you want to do with the funding and why. Your summary should describe exactly what will be accomplished with this funding, a general description of the need and benefit of the project and what specifically the MTP funds will pay for. See examples of the specific statements below:

1) This project will rehabilitate and realign the Community Trail, install a new bridge at the Babbling Brook crossing, and upgrade the entire trail to Universal Access Standards, thus requiring minimal maintenance, preventing future problems,

and creating a positive user experience. This project is necessary because the access bridge has become unsafe, and the trail has deteriorated and is experiencing significant erosion. Hikers are widening the trail to avoid the wet areas. The requested funding and matching funds will pay for the new access bridge, materials for the new trail and labor for the construction.

2) A Maine Conservation Corps trail crew will use native stone material to build stone steps and a staircase in areas of steep incline (approximately 300 ft. of trail). The crew will use native stone material or timber to create cribbing then backfill with stone crush to bring trail to grade in low lying, heavily rooted areas (approximately 700-1,000 ft of trail). The crew will create new trail corridor through wet areas by installing bog bridging (approximately 750-1,000 ft of new trail), and close social trails in unnecessary duplicative paths through environmentally sensitive areas.

This project addresses the need for improved safety, accessibility, and long-term sustainability on the Cathance Meadow Trail System. It improves and expands ADA/ABA-compliant access using Universal Access Standards, thus reducing future maintenance, and mitigates erosion and drainage issues. Installing two metal gates will restrict unauthorized motorized vehicles, protecting users, and habitat. Trail upgrades include 360 feet of improvements to the existing blue trail and 220 feet of new trail, both surfaced with gravel and reclaim top dress, leading to a 20' x 20' observation platform. An 18" culvert will improve drainage in a low area. An existing foundation will be restored and fitted with a ramp, handrails, and guardrails to create a new accessible viewing area. Updated trail maps and five wayfinding signs will enhance navigation and overall user experience.

4. Project Location

Municipality(ies)
Bowdoinham

County/Countries –
Sagadahoc

Maine House District – 52

Maine Senate District - 24

5. Project measurement: 580 **Feet** **Miles** **Acres** **Other (describe)**

6. What is the geographic scale of the project? (Select one)

- Local (contained within a single municipality)
- Multi Municipality (trail connects one or more communities via the same corridor)
- Statewide (trail extends well beyond two or more communities, think ITS-87)
- Regional - neighbor states / Canada
- National (AT for example)

7. Grant Request Amount: type below

\$62,820.97

Part 3 – Applicant Eligibility/Project Viability

1. Ownership - How is the land held where the proposed project will take place?

Select the option that best characterizes the nature of the ownership. Provide details for all selections other than public ownership. Identify the landowner and all other parties engaged to enable this project.

- Owned - Public
- Owned - Private
- Leased
- Use permit (ex., snowmobile trails)
- Other: _____

2. Control – Do you currently have the right(s) to develop this property?

Please select the appropriate response below and provide any clarifying narrative if necessary.

- Yes – Own the property or hold easement enabling this use.
- Yes – Lease the property. Tell us about the duration and terms of the lease allowing this use & provide a copy.
- Yes – Via Use Permit. Tell us about the term of the permit, whether it is renewable and if there is a history of this same permit being renewed in the past. Provide a copy.
- Not at the time of application but will before project start. Describe how this will be accomplished and the duration / conditions of control attained.

3. User Fees (if any)

Will a trail membership or a user fee be charged to access the property and/or use the trail system? If yes, note that for any MTP funded project: 1) The trail must be open to the public, not just members or residents 2) The fee(s) must be reasonable as determined by the State Trail Administrator

- No
- Yes – (Include a fee schedule)

Part 4 – Project Description and Details

American Trails has accumulated a fantastic array of trail resources that might be useful for this part of the application: <https://www.americantrails.org/resource-library>

1. What single use is this trail designed for?

Select only one primary use that the trail is designed for. For specific design, construction, and management guidance see Trail Fundamentals and Trail Management Objectives: <https://www.fs.usda.gov/managing-land/trails/trail-management-tools/trail-fundamentals>

- Hiking / walking
- Mountain Biking
- Skateboard / Rollerblade
- Bicycling
- ATVing
- Snowmobiling

- Dog Sledding
- Nordic / XC Skiing
- Snowshoeing
- Horseback Riding
- Canoeing / Kayaking / Sailing
- Motorboating
- Other: _____

2. What additional uses will this trail be designed and managed for?

Select all that apply. This information helps the committee determine the feasibility of your project, and whether your design and management standards will accommodate these additional uses.

- Hiking / walking
- Mountain Biking
- Skateboard / Rollerblade
- Bicycling
- ATVing
- Snowmobiling

- Dog Sledding
- Nordic / XC Skiing
- Snowshoeing
- Horseback Riding
- Canoeing / Kayaking / Sailing
- Motorboating
- Other: _____

3. What features, design and management plans will make this trail suitable for all intended users?

Include natural features, parking, year-round access, location, compatibility, etc. .

The Cathance Meadow Trail System is designed to serve a wide range of users through thoughtful features, inclusive design, and sustainable management. Located in Bowdoinham Riverfront Park—at the heart of the downtown economic district—the trail offers year-round access and ample parking, including designated accessible spaces at the trailhead and a new ADA-kayak launch. Natural features such as the Cathance River, a tributary to Merrymeeting Bay, provide scenic value and ecological interest, while the future Merrymeeting Rail Trail enhances regional connectivity.

Trail enhancements include gravel and reclaim surfacing and improved drainage, ensuring a stable, low-maintenance path suitable for walkers, snowshoers, cross-country runners, and individuals using mobility aids. These upgrades follow Universal Access Standards to promote equitable use. Ongoing care is supported by dedicated town staff and a maintenance budget, ensuring the trail remains safe, functional, and welcoming for all intended users.

4. How did you identify this project as a priority?

Is it part of a plan? Was there community input / demand? How inclusive was the process? Provide documentation, e.g., town comprehensive plans or local / regional trail plans.

The Cathance Meadow Trail System is incorporated in our waterfront redevelopment plan which has been identified as a priority through strong public interest, broad community support, and alignment with long-term planning efforts. It reflects Bowdoinham's commitment to accessible public spaces and inclusive outdoor recreation, while bolstering economic development.

The project is grounded in several formal planning processes, initiatives, and documents:

- 2005 Waterfront Development Plan, adopted at Town Meeting
- 2014 & 2024 Comprehensive Plans, which includes waterfront development as a strategy for economic growth
- 2019 Town Meeting, where the Waterfront Master Site Plan was formally adopted
- 2023 Cathance Meadows Trail Assessment Report completed for the Age Friendly Committee by Community Geographics

It also supports regional goals outlined in the Midcoast Economic Development District's Comprehensive Economic Development Strategy (CEDS), with Bowdoinham's Waterfront Redevelopment and Merrymeeting Trail projects featured in both the 2018, 2021, and 2025 reports.

Part 5 – Project Design, Construction and Management

Design and engineering expenses incurred within 24 months of project award are eligible for match. Engaging a qualified trail designer enables applicants to generate specific designs for their projects and also detailed and realistic budgets.

1. Who designed or will design your project? Describe their qualifications.

Designing safe, accessible, interesting, and sustainable trails that people will want to use and return to enjoy again is a science and an art.

In 2023, our Age Friendly Committee worked with Community Geographics to assess and plan new accessible trails in our developing park. Community Geographics is a leading-edge organization who works to gather data and create analytical models that are used to assess high value conservation opportunities and rural health care linkages. They both map trails and advise trail managers on how to make those same trails more accessible and welcoming to users. See their report in folder #8.

Community Geographics Outdoor Accessibility Specialist, Enock Glidden conducted an on-site assessment, drawing from both professional expertise and lived experience as a person with a disability. His insights into physical and communication barriers informed a detailed report with recommendations for materials, wayfinding signage, and design techniques. These standards will guide construction to ensure the trail is safe, inclusive, and enjoyable for all users.

2. Who will manage the construction project? Describe their experience.

Project management is important to keep momentum moving forward and assuring documentation of key elements to support the reimbursement.

Jason Lamoreau, the Town's Recreation and Community Services Director, staffs our Age Friendly Committee and was the contact person in 2023 who worked directly with Enock Glidden and Community Geographics in the assessment and design of the accessible trail project. Jason will continue to manage the implementation portion of the project by working with contractors, providing documentation of the project, updating Town Officials, conducting inspections during construction, consulting with Mr. Glidden along the way to ensure his methods and recommendations are being fully implemented.

3. Who will build the trail?

Your club / org / agency staff or an external contractor? You cannot commit to a contractor in advance of an award.

Construction of the trail will be completed by qualified and reputable external contractors with Town staff oversight by Jason Lamoreau with consultation of Enoch Glidden of Community Geographics who is a qualified professional with exemplary credentials and extensive relevant experience. Contractors will be identified through the appropriate procurement processes outlined in this grant and contracted based on credentials and accurate estimation of costs and time for completion.

4. Accessibility

To what extent will your project improve access to this trail or outdoor recreation resource?

American Trails has compiled many helpful resources for learning about accessible trail design:

<https://www.americantrails.org/resources/accessibility-hub>

This project will substantially improve access to the Cathance Meadow Trail System by transforming a key section into a fully ADA/ABA-compliant trail using Universal Access Standards. Gravel and reclaim surfacing, along with drainage upgrades, will ensure year-round usability for walkers, snowshoers, runners, and individuals using mobility aids. The trail begins at Bowdoinham Riverfront Park, which offers accessible parking and is centrally located in the village district—making it easy to reach and enjoy.

Design guidance from an Outdoor Accessibility Specialist ensures that physical and communication barriers are addressed. This includes the proposed accessible wayfinding signage, an observation platform. Ongoing maintenance by Town staff will support long-term accessibility and enjoyment.

As the population of our community ages and health issues and disabilities increase, a growing number of people will face limits to their outdoor recreational activities. However, these limits do not mean a reduction in the interest in nature, wildlife, physical exercise, and recreation; the limits do mean an increased challenge to those designing and providing trail experiences to the public. A person with a disability desires the same experiences, opportunities, and freedoms enjoyed by others. Our goal with this project is to provide an opportunity for community members, both locally and regionally, no matter their abilities, to fulfil their desire for outdoor recreation.

5. How will the trail be managed after completion?

Who will provide oversight, perform maintenance? Describe the existence of dedicated maintenance funding, materials and equipment.

The Cathance Meadow Trail System will be maintained through a coordinated effort between Bowdoinham's Recreation and Public Works departments. Routine tasks—such as surface grading, edge trimming, gate and platform upkeep, and beautification—continue to be included in their annual budgets to ensure long-term accessibility and appeal.

The trail's design, informed by Community Geographics, emphasizes low-maintenance materials and techniques to reduce future costs. In addition to Town staff, local volunteers will play a key role in stewardship activities like seasonal cleanups, invasive species removal, and light landscaping. This shared responsibility fosters community pride and ensures the trail remains safe, inclusive, and welcoming for all users.

A formal maintenance plan has been developed and included in this application to guide ongoing care and support the trail's sustainability.

Part 6 – Environmental Impacts and Sustainability

Each project must be reviewed by the following Maine agencies to assure that it does not have an unmitigated negative impact on the environment:

- Maine Inland Fisheries & Wildlife
- Maine Natural Areas Program
- Maine Historic Preservation Commission

Refer to the clearance letters required from IF&W and MNAP (see “Part 7 - Additional Required Documentation” below) as the basis for your narrative in addition to other supporting information. Identify your sources.

1. Environmental Implications.

- Respond to any suggested impacts identified by IFW / MNAP / MHPC
- Describe how you will mitigate these impacts.
- Describe any potential negative impacts the project may have on natural and/or cultural resources during construction and how you will mitigate those.

We have received a letter from MHPC for this project which did not indicate any detrimental impacts related to the development of the Cathance Meadow Trail System. We also received a letter from MNAP which recommends Best Management Practices when it comes to constructing a trail and replacing a culvert to avoid siltation or runoff into this Freshwater Tidal Marsh. We will follow all of the State’s Best Management Practices in the trail construction and culvert replacement. We have asked IFW to revisit their 2022 clearance for this project which we have yet to receive but have included their 2022 letter for reference.

2. Describe any positive impacts of the project’s design.

Will it improve / correct any existing negative environmental or cultural conditions? How will the trail be designed to ensure longevity and sustainability?

By installing metal gates at the two main access points, unauthorized motorized vehicle access will be restricted, protecting sensitive areas, reducing erosion, habitat disruption, and littering — all of which have been ongoing concerns. The installation of a culvert will improve water flow and drainage, preventing washouts and protecting surrounding ecosystems from sedimentation and flooding. Rebuilding the viewing platform and adding handrails will not only enhance safety but also preserve the cultural value of the site by maintaining access to scenic and educational areas with interpretive signs for a wider range of users, including families, seniors, and individuals with mobility challenges. The improved trail system will encourage outdoor recreation, environmental stewardship, and community involvement.

The trail system will be expanded and improved using Universal Access Standards, ensuring that it is inclusive and usable by individuals of all abilities. These standards also promote durability and low-maintenance design, which reduces long-term upkeep costs and environmental impact. Materials and construction methods will be selected to withstand local weather conditions and heavy use, minimizing future repairs. The use of native vegetation and erosion control techniques will further stabilize the trail and protect surrounding habitats.

3. What permits are required for the project? (please list)

Provide a copy of a communication (email or letter) with your local code enforcement officer (or equivalent) indicating the need (if any) for project permitting. You do not need to have the permit(s) in hand at the time of application.

If needed, what is the status of these permits at time of application? **Complete – Pending - Not started**

A copy of the Bowdoinham Planning Board Application and Approval Letter for this project is included in the application materials. The permitting process is complete.

Part 7 – Additional Required Documentation

Project Maps (provide each type of map listed below (a-c). (d) is optional but encouraged:

- a. **Vicinity Map** identifying the location of the project within a region of Maine that includes nearby municipalities.
- b. **Site Location Map** that depicts the project's precise location in relation to roads, trails, rivers/streams, and other geographic features. This map should clearly indicate the trail corridor and identify what work is proposed for each section of trail.
- c. **Linkages Map** (if linkages exist) show direct links to other trail systems, greenways, or conservation lands.
- d. **GIS/GPS Data** - tracks and/or waypoints are **highly encouraged**.
 - Latitude and Longitude Coordinates are preferred in Decimal Degrees.
 - Shape files are preferred, but GPX or KML files are acceptable.

Project Environmental/Historic Clearances

Applicants must receive clearance letters from the agencies listed below for proposed projects. Request clearance letters at least 90 days before application due date. Provide to each the following:

- ✓ A cover letter indicating that MTP funds might be used on the project,
- ✓ A USGS top map that clearly indicates the boundaries of the project, (we prefer 7.5' scale and the layer that shows the black squares for buildings – MDOT's free map service includes this layer)
- ✓ A scope of work (Include information that explains the extent of any proposed ground disturbance.

1. Maine Inland Fisheries & Wildlife (E-copies & shape files preferred)

Contact Person: John Perry

Email to: IFWEnvironmentalreview@maine.gov

2. Maine Natural Areas Program: (E-copies & shape files preferred)

Contact Person: Lisa St. Hilaire, Information Manager

Email to: maine.nap@maine.gov

3. Maine Historic Preservation Commission (E-copies & pdf map files preferred)

Contact Person: Megan M. Rideout, Review & Compliance/CLG Coordinator

E-Mail to: MHPCProjectReview@maine.gov

PDF map files preferred - Please include additional required materials needed for MHPC review found here: <https://www.maine.gov/mhpc/programs/project-review/required-materials>





Since these submissions are by email, you can email all three agencies at the same time with the same information.

Part 8 Project Budget & Funding Match

- Complete separate Excel file Application Budget Worksheet. (Form will calculate grant request amount.)
 - MTP grant limited to maximum of 90% of overall project out of pocket costs
 - Total Applicant cash and in-kind (donated) costs must be at least 10% of total project cost.
 - Design/Engineering limited to maximum of 10% grant amount.

Part 9 Application Certification.

By signing below, I certify:

-  That I have full authority on behalf of the organization listed in Part 1 of this application to submit this application for funding from the Maine Trails Program.
-  That this organization has the capacity to finance its share of the proposed project costs, including management and maintenance after project completion.
-  That project development will not start until a fully executed project agreement has been received.
-  That our agency / organization understands this is a reimbursement grant; that expenses must be incurred before submitting for reimbursement and a minimum of 10% of the project costs or in-kind value of work must be documented by our agency / organization with to receive reimbursement.

Nicole Briand

PRINTED NAME

Nicole Briand

SIGNATURE

Town Manager

TITLE

9/25/25

DATE