**Section 3040.40 General Procedures for Grant Applications and Awards**

a) Grant applications for funding assistance under this program must be submitted in accordance with schedules to be publicly announced annually by the Department of Natural Resources. Necessary application forms and instructions are available through the Department. Awarding of grants will be on a competitive basis and will be made under the authority of the Director of the Department of Natural Resources.

b) Project grant applications shall consist of the following basic components, at a minimum:

1) local project sponsor's name, address and telephone number;

2) existing supply of public bicycle trails currently existing within jurisdiction of the project sponsor;

3) an itemized proposed project cost estimate;

4) project narrative statement describing the project concept, location, need for and objectives of the project, anticipated benefits, proposed trail usages and method of financing or accomplishing the project;

5) project location map, site plat map and proposed development plan;

6) project environmental evaluation;

7) proof of land ownership or usage rights for development project or commitment of title insurance for property planned for acquisition; and

8) a signed document by the project sponsor verifying the applicant has the resources to initially finance and properly manage the project area and will comply with program regulations and indemnify the Department from any liability relative to the project.

c) A program information packet may be obtained from the Division of Grant Administration, Illinois Department of Natural Resources, One Natural Resources Way, Springfield IL 62702-1271, telephone 217/782-7481.

(Source: Amended at 28 Ill. Reg. 10647, effective July 13, 2004)