

MARYLAND BIKEWAYS PROGRAM

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The Maryland Bikeways Program is a State-funded reimbursable grant program. Funding for the program is allocated on an annual basis by the Maryland Department of Transportation.

GRANT APPLICATION AND AWARDS TIMELINE

Projects are solicited on an annual basis. The timing of the annual solicitation is designed to ensure coordinated review with other relevant programs.

December-April	Letters of Intent accepted, MDOT Outreach to interested applicants
April 6	Online Application Open
May 22	Deadline to Apply - Online Application Portal Closes
May-September	MDOT Application Screening – Applicants may be contacted for clarifications
By October	Awards Announced
November-Ongoing	Execute Grant Agreements & begin projects

WHO CAN APPLY

- Maryland local governments, alone or in partnership with other jurisdictions or private organizations
- Maryland State Agencies
- Metropolitan Planning Organizations (MPOs)
- Transit entities operating in Maryland
- Non-profit organizations
- Federal public lands agencies

ELIGIBILITY CRITERIA

To be eligible for funding through the Bikeways program, a project must meet one (1) eligibility criteria at a minimum:

- **Access to Transit:** Project is located within 3 miles of a rail transit station (or major bus transit hub);
- **Missing Links:** Project provides or enhances bicycle access along missing trail links, as identified in MDOT's statewide trail network vision document, "Maryland Trails: A Greener Way to Go";
- **County Priority:** Project is identified as a transportation priority in a County's most recent annual priority letter submitted to MDOT;
- **Sustainable Community:** Project enhances bicycle circulation within, or access to a Maryland Sustainable Community Area;
- **Main Streets:** Project enhances bicycle circulation within, or access to a designated Maryland Main Street;
- **Access to Low Income Area:** Project enhances bicycle circulation within, or access to a Census Tract within which 50% or more of householders have incomes below 60% of area median income;
- **Access to Points of Interest:** Project enhances bicyclist access to a major institution (e.g. university) OR to an important tourist or heritage attraction OR to a central business district (as evidenced by land uses).

MAPPING TOOLS

An interactive map can be accessed from the Bikeways web page to help applicants evaluate the eligibility criteria in relation to the proposed Bikeways project.

Find the interactive map at: mdot.maryland.gov/Bikeways

Also available on the Bikeways web page is an interactive map showing prior year Bikeways grant awards.

PROJECT TYPES

The Bikeways Program awards grant funding to three general project types.

Design	Minor Retrofit	Construction
<ul style="list-style-type: none"> • For completion of Engineering Design Plans and Feasibility Assessments of proposed bikeways. • To assess issues such as environmental impacts, right-of-way issues, ADA compatibility, and stakeholder support. • Design funding may not be used for general bicycle planning but may be used to investigate the feasibility of bicycle improvements on specific routes serving specific objectives. 	<ul style="list-style-type: none"> • For installation of low-cost treatments to enhance bicycle routes. May include bicycle route signing, pavement markings, bicycle parking, drainage grate replacement, automated bicycle counting equipment, and similar low-cost treatments. 	<ul style="list-style-type: none"> • For construction or installation of bikeways infrastructure. May include transportation trails, shared-use paths and bridges, cycle tracks, bicycle lanes, and other major projects.
<p>No minimum or maximum request for design funding.</p>	<p>No minimum. Maximum grant request/award is \$100,000. Up to 15% of grant award may support final design for the project.</p>	<p>No minimum or maximum request for construction funding.</p>
<p>Project must be completed and closed out within two (2) years.</p>	<p>Project must be completed and closed out within two (2) years.</p>	<p>Project must be completed and closed out within three (3) years.</p>
<p>Project ownership and maintenance commitments may be determined during the design process. Applicants are asked to identify relevant partner jurisdictions and reference this activity in the project work plan.</p>	<p>Site control (eg. easements, land acquisition) must be secured. Applicant commits to own, manage, and maintain grant-funded facilities OR can identify the entity that has committed to own, manage, and maintain grant-funded facilities.</p>	<p>Site control (eg. easements, land acquisition) must be secured. Applicant commits to own, manage, and maintain grant-funded facilities OR can identify the entity that has committed to own, manage, and maintain grant-funded facilities.</p>
		<p>Preferred threshold for a construction funding application is 65% Design completion.</p>

MATCHING FUND REQUIREMENTS

Grantees are required to provide a minimum **20% of Total Project Cost** as a match. The matching fund contribution can be in the form of cash, an in-kind contribution, or a 3rd party contribution.

Cash Match: This refers to funds provided by the applicant jurisdiction to pay project costs.

In-Kind Match: This is a non-financial contribution to the project by the applicant jurisdiction. The value of the contribution is recorded as a component of the total project cost estimate. For example, this could be the value of staff time dedicated to implementing the project. (To document the value of staff time, the applicant itemizes the anticipated number of staff hours and the associated labor rate).

3rd Party Match: This may be another grant award, or a contribution of funds towards project costs from a party other than the applicant jurisdiction.

The matching fund contribution must be itemized in the Application. Evidence of matching fund expenditures must be submitted to the Bikeways Program at the time of a Claim (no later than when the Grantee submits a request for reimbursement of grant funds.)

Matching funds may be expended between the Grant Award date and the Grant Expiration date.

GRANT TERM

Design projects and Minor Retrofit projects are expected to be completed within 2 years of the grant award.

Construction projects are expected to be completed within 3 years of the grant award.

The grant terms and the grant expiration date are defined in the Grant Agreement, which is executed after a Bikeways grant is awarded and project details are verified by the grantee jurisdiction and the Maryland Department of Transportation (MDOT).

Grant-reimbursable project activities may begin on the date the Grant Agreement is executed by the grantee jurisdiction and MDOT.

INELIGIBLE ACTIVITIES

- Recreational route wayfinding
- Print or online maps
- Mountain bike trails or loop trails
- Sidewalks
- Education programs, brochures and events, except that up to 10% or \$10,000 of an award may be used for educational and promotional materials directly related to an infrastructure project
- Operations and maintenance of a bikeways project
- Right-of-way or easement acquisition (although expenditures may count towards matching funds in certain circumstances)

PREPARING TO SUBMIT THE ONLINE APPLICATION

- For design and construction projects, review the [Bikeways Application Recommendations and Project Deliverables](#) information sheet to understand more specific needs for each project.
- Bikeways Grant Applications must be submitted via the online application portal accessed from the Bikeways Program web page.
- The application portal is open six weeks in advance of the application deadline.
- Two individuals from the applicant jurisdiction may be listed in the Grant Application and may update the online Application continually until it is ready to be submitted. Either individual may submit the Application when it is complete.
- If an agency submits more than one application, the applicant will be asked to submit a priority ranking for each Application.
- A project work plan must demonstrate the project can be completed in 2 years (for a Design Project or Minor Retrofit Project) or 3 years (for a Construction Project).
- An itemized Cost Estimate must identify cost components and demonstrate how the matching fund contribution will be applied.
- A Project Map must be uploaded, and must identify: project location and extents; existing bicycle facilities within the project area; and destinations connected as a result of the proposed project.
- Additional Uploads are recommended, and may include:
 - Completed feasibility studies or engineering design plans
 - Adopted plans or excerpts from relevant plan documents
 - Letters of support (may be submitted separately)

APPLICABLE DESIGN STANDARDS AND GUIDELINES

Projects are expected to adhere to applicable design standards and guidelines, as applicable. These include:

- Maryland Manual on Uniform Traffic Control Devices (MUTCD), latest edition *
- MDOT SHA Bicycle Policy and Design Guidelines *
- MDOT SHA Accessibility Policy & Guidelines for Pedestrian Facilities along State Highways *
- Federal ADA Standards for Accessible Design *
- AASHTO Guide for Development of Bicycle Facilities, latest edition
- Association of Pedestrian and Bicycle Professionals Bicycle Parking Guidelines

* Available for download from the Bikeways website - www.MDOT.Maryland.gov/Bikeways