



**Florida Department of Transportation
Shared-Use Nonmotorized (SUN) Trail Network Program
Individual Trail Application Guidance**



INTRODUCTION

The Florida Shared-Use Nonmotorized (SUN) Trail Network is authorized under [339.81, F.S.](#) The Florida Department of Transportation (FDOT) is directed to make use of its expertise in efficiently providing transportation projects to develop a statewide, paved, multi-use trail network for bicyclists and pedestrians. It is the paved component of the [Florida Greenways and Trails System \(FGTS\)](#), planned by the Florida Department of Environmental Protection. The FGTS establishes the vision for statewide trail connectivity.

A multiuse trail is defined as a paved, shared use path, which is typically 12 feet wide, but may commonly vary from 10 feet to 14 or more feet depending upon physical or environmental constraints or volume of use. In some areas of extreme constraints such as at bridges or in environmentally sensitive lands where conditions require a smaller footprint, a trail may be as narrow as eight feet. Typically, SUN Trail projects will be developed as 12 feet wide.

FDOT Central Office, Systems Planning Office, administers the SUN Trail program. In addition to the Statewide SUN Trail Network Program Manager, there is at least one Trail Coordinator in each of the FDOT seven Districts and the Turnpike Enterprise. Serving as the respective District's primary point-of-contact, the [Trail Coordinators](#) assist with planning and evaluating projects.

Applicants should familiarize themselves with [Program Guidance](#). Project proposals are evaluated according to [Eligibility and Selection Criteria](#) (<http://www.dot.state.fl.us/planning/systems/SUNTrail/guidance.shtm>).

GENERAL APPLICATION INFORMATION

The Individual Trail Application period closes at 5:00 p.m. on June 20, 2016.

All project proposals must be submitted on the SUN Trail Individual Trail Project [Application](#) (<http://www.dot.state.fl.us/planning/systems/SUNTrail/Individual%20Trail%20Projects.htm>) to your District Trail Coordinator. For additional information, contact your [District Trail Coordinator](#) (<http://www.dot.state.fl.us/planning/systems/SUNTrail/contacts.shtm>).

Eligible Project Phases

Project phases may include corridor-planning, pursuit of additional right-of-way, design, new construction or reconstruction of trail surface and bridges, and maintenance.

Feasibility Study

A Feasibility Study (**FS**) represents a definition of a problem or opportunity to be studied, an analysis of the current mode of operation, a definition of requirements, an evaluation of alternatives, and an agreed upon course of action.

Project Development and Environment Study

A Project Development and Environmental Study (**PD&E**) is an environmental and engineering process to determine social, economic, natural, and physical environmental impacts associated with a proposed transportation improvement project. The process follows procedures found in the National Environmental Policy Act of 1969, as well as federal and state laws and regulations. A PD&E team includes professional engineers,

planners, and scientists who collect and analyze project related data, together with interested citizens who collaboratively develop the best alternative to meet the identified transportation need.

Preliminary Engineering/Design

Once the PD&E is complete, Preliminary Engineering and Design (**PE**) fleshes out project specifics. The PE phase consists of analysis and design work to produce construction plans, specifications, and cost estimates. PE components may include trail alignment specifics, trail design including any drainage needs, coordination with regulatory agencies such as water management districts and federal agencies, engineering surveys and traffic analysis wherever a trail is associated with a roadway, developing a finance plan, confirming the local role in trail construction and future responsibilities, and refining construction schedules and costs.

Right-of-Way Acquisition

The FDOT Office of Right of Way (**ROW**) has a primary mission of acquiring the real property necessary for the construction of transportation facilities. The FDOT Office of Right of Way acquisition program will typically be responsible for acquiring property with SUN Trail funds. Some trail routes may be on public rights of way, others may be on private land. If the land acquired is within the existing FDOT ROW, the Department may maintain ownership. Otherwise, FDOT will purchase ROW, separate from existing FDOT ROW, on behalf of the managing agency or transfer title upon completion of construction. Negotiations for the purchase of private property are conducted in strict compliance with both federal and state law. Only the properties identified as necessary for the qualified project are eligible.

Construction

Construction (**CON**) represents the actual building phase for the trail facility. SUN Trail is a transportation network. As such, it is a basic interconnected non-motorized transportation facility. The Department is obligated to fund only new construction or reconstruction of trail surface and bridges: pavement, drainage, land stabilization, and safety controls. Additional construction items are not eligible for SUN Trail funding. However, if other funding sources are available for additional improvements, construction may occur at the same time. As appropriate, local agencies should coordinate with their respective District during the PE phase.

(Note: Part IV Question 5 of the Selection Criteria identifies construction readiness as a mechanism for evaluating the strength of a project)

Ineligible Project Attributes

- Sidewalks; nature trails; loop trails wholly within a single park or natural area;
- On-road facilities, such as bicycle lanes of routes other than on-road facilities that are no longer than one-half mile connecting two or more nonmotorized trails, if the provision of non-road facilities is infeasible and if such on-road facilities are signed and marked for nonmotorized use; an exception is made for on-road components of the Florida Keys Overseas Heritage Trail.
- Amenities for trails, including but not limited to:
 - Benches, trail furniture or seating areas;

- Bicycle racks, air stations or lockers;
- Buildings, restrooms, wayside structures or overlooks, shelters or picnic pavilions;
- Kiosks (regulatory and safety signage permitted);
- Landscaping (trail stabilization permitted);
- Litter or recycle receptacles, and doggie bag dispensers;
- Parking areas or trailheads;
- Playgrounds, fitness equipment or structures;
- Promotional or educational materials;
- Sculptures, fountains or art; and
- Water fountains, spigots or showers.

RESOURCES

Please use this list as a resource to verify and to provide supporting documentation of the application elements. Please note that there may be additional.

Application Item – If Applicable	Resources
Completed application and supporting documentation is due to the appropriate District Trail Coordinator by 5:00 p.m. June 20, 2016.	http://www.dot.state.fl.us/planning/systems/SUNTrail/Individual%20Trail%20Projects.htm
Part I. Question 1 Verification that the project is within the SUN Trail Network	Shape files and interactive Google Earth based KMZ files: http://www.dot.state.fl.us/planning/systems/SUNTrail/maps.shtm ArcGIS online map: http://fdot.maps.arcgis.com/home/item.html?id=6ccf5d4960464192a03481e188e7c608
Part II. FDOT District	http://fdot.maps.arcgis.com/home/item.html?id=3963ef8e51c34e8194562052daf1b875
Part III. Project Costs	Use Present Day Cost values. Do not include ineligible project attributes.
Part III. Follow Design Criteria	American Association of State Highway and Transportation Officials Guide for the Development of Bicycle Facilities, 2012, 4th Edition; FDOT Plans Preparation Manual; Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways (commonly known as the Florida Greenbook); Florida Manual of Uniform Traffic Control Devices; USDOT/FHWA ADA Standards for Accessible Design
Selection Criteria: Projects may not meet all of the following selection criteria. Some questions have provide multiple mechanisms for demonstrating the Criteria. Projects with the greatest strengths will advance more quickly.	
Part IV. Question 1	http://fdot.maps.arcgis.com/home/item.html?id=cd2b3929ecc048839c4cb08b2aaa4a2d;

Project enhances the safety of bicyclists, pedestrians and motorists.	http://fdot.maps.arcgis.com/home/item.html?id=6a9dcf4739d245c59156baf04f767e3c ; and http://fdot.maps.arcgis.com/home/item.html?id=c4666fd3034241bfa45209e7469955e6
Part IV. Question 2 Project is a component of a Regional Trail System prioritized by the Florida Greenways and Trails Council. List the Regional Trail System(s).	http://dep.state.fl.us/gwt/FGTC/fgtc/pdf/2016/7%20Regional%20Trail%20Systems.pdf
Part IV. Question 2 Project is a component of a National Recreational Trail	http://americantrails.org/ee/index.php/nationalrecreationtrails
Part IV. Question 2 Project is a component of the East Coast Greenway	http://www.greenway.org/explore-by-state/fl and http://fdot.maps.arcgis.com/home/item.html?id=40447522351b4b91b3271ded7045a324
Part IV. Question 4 Project implements Complete Streets objectives and initiatives.	http://www.flcompletestreets.com/ and http://fdot.maps.arcgis.com/home/item.html?id=6e871b5299e74e7292aea2707822fe4b
Part IV. Question 4 Safe Routes to Schools objectives and initiatives	http://www.dot.state.fl.us/safety/2A-Programs/Safe-Routes.shtm and http://www.fgd.org/metadataexplorer/explorer.jsp (search by keyword: school)
Part IV. Question 4 Project provides a direct connection to regional transit systems (i.e. rail stations, express or local bus routes).	http://www.fgd.org/metadataexplorer/explorer.jsp (search by keyword: transit)
Part IV. Question 4 Project improves access in a Bicycle Friendly Community or Bicycle Friendly University, as designated by the League of American Bicyclists.	http://bikeleague.org/bfa/awards
Part IV. Question 4 Project improves access in a Walk Friendly Community, as designated by the Pedestrian and Bicycle Information Center. If yes, indicate the name of the designated community.	http://www.walkfriendly.org/communities/index.cfm
Part IV. Question 7 The project connects to or through federal, state or local conservation/recreation areas.	http://www.fgd.org/metadataexplorer/explorer.jsp (Conduct multiple searches by keywords: FNAI, Park, Trail)

<p>Part IV. Question 7</p> <p>The project is located along or connects to a Florida Scenic Highway. List the Scenic Highway(s).</p>	<p>http://floridascenichighways.com/ and http://fdot.maps.arcgis.com/home/item.html?id=2a40ce913218465d88a81a8ccf945805</p>
<p>Part IV. Question 7</p> <p>The project is located within a Rural Economic Development Initiative (REDI) Community defined pursuant to Section 288.0656, Florida Statutes.</p>	<p>http://www.floridajobs.org/business-growth-and-partnerships/rural-and-economic-development-initiative/rural-definition/rural-communities</p>
<p>Part IV. Question 7</p> <p>The project is located within a Rural Area of Opportunity (RAO) defined pursuant to Section 288.0656, Florida Statutes.</p>	<p>http://floridajobs.org/business-growth-and-partnerships/rural-and-economic-development-initiative/rural-areas-of-opportunity</p>
<p>Part IV. Question 8</p> <p>The project ensures the Florida Ecological Greenway Network (FEGN) maximizes protection of high priority linkages; the project is within a Priority 1 or 2 Critical Linkage as identified by the FEGN.</p>	<p>http://www.fgdl.org/metadataexplorer/explorer.jsp (Keyword: "FNAI"); also review Florida Ecological Greenway Network online at http://www.dep.state.fl.us/gwt/FGTS_Plan/default.htm</p>
<p>Part IV. Question 9</p> <p>Does the project facilitate a system of interconnected trails by closing a gap in the SUN Trail Network?</p>	<p>Shape files and interactive Google Earth based KMZ files: http://www.dot.state.fl.us/planning/systems/SUNTrail/maps.shtm ArcGIS online map: http://fdot.maps.arcgis.com/home/item.html?id=6ccf5d4960464192a03481e188e7c608 Office of Greenways and Trails data: http://www.dep.state.fl.us/gwt/FGTS_Plan/default.htm (Select existing trails data)</p>