



COLORADO

Parks and Wildlife

Department of Natural Resources

2021 Non-Motorized Trails Grant Application

The Colorado State Recreational Trails Grant Program funds projects for recreational trail grants, trail planning and trail support. This program is a partnership among:

- [Colorado Parks and Wildlife](#)
- [Great Outdoors Colorado \(GOCO\)](#)
- [The Federal Recreational Trails Program \(RTP\)](#)
- [The Land and Water Conservation Fund \(LWCF\)](#)

Grant Information

APPLICATION DEADLINE: Thursday, October 1, 2020

Submit completed applications to: dnr_trails@state.co.us

Applications may also be submitted via Dropbox. Contact a staff member for the link.

Mail 1 hard copy to:

Colorado Parks and Wildlife
State Trails Program
13787 U.S. Hwy. 85 N., Littleton, CO 80125

If you are unable to submit electronically, include your completed application on a CD or thumb drive with your hard copy. Do not bind or staple your application. Paper clips are acceptable.

For further information or guidance on the application process, please contact:

Pam O'Malley
Non-Motorized Grants Administrator
303-791-1957 x4131
pam.omalley@state.co.us

Fletcher Jacobs
State Trails Program Manager
303-791-1957 x4129
fletcher.jacobs@state.co.us

For guidance on project development, please contact the appropriate Colorado Parks and Wildlife Regional Trail Coordinator:

- Northeast Region: Ben Plankis (720) 582-6948, benjamin.plankis@state.co.us
- Southeast Region: Luke Svare (719) 355-9405, lucas.svare@state.co.us
- Northwest Region: Randy Engle (970) 434-6862 x4221, randy.engle@state.co.us
- Southwest Region: Josh Stoudt (303) 548-8206, joshua.stoudt@state.co.us

EXHIBIT A

The final application you submit to State Trails will include the following documents presented in the order listed below:

1. Resolution from Governing Body
2. Exhibit A - Application with complete answers in each category.
Limit 1 PAGE PER QUESTION, MINIMUM 12pt. FONT
3. Exhibit B - Project Budget (Excel format only, unprotected)
4. Environmental Forms (Non-Federal Check List OR Federal Environmental Form)
5. Vicinity and Project Maps
6. Photographs
7. Letters of support

All forms, eligibility criteria and other resource documentation are available on our website:
<http://cpw.state.co.us/aboutus/Pages/TrailsGrantsNM.aspx>

**** APPLICANT ORAL PROJECT PRESENTATION ****

Applicant representatives (1-2 people) will appear in person (or possibly via remote web conferencing) to present their proposal to the subcommittee members. Applicants will have a 15-minute window with a 5-minute question period. Presentations will be scheduled during the January subcommittee meetings in the Denver area. Eligible applicants will be notified of their assigned day and time.

Grant application and funding timeline:

August 3 - October 1, 2020: Grant applications available on the CPW website

September 8, 2020: Basic project scope and map emailed to Area Wildlife Manager and Trails Program email (dnr_trails@state.co.us)

October - December 2020: CPW staff and subcommittee preliminary review

January 2021: Applicant presentations to subcommittees

January 2021: State Trails Committee reviews recommendations from subcommittees

March 2021: CPW Commission makes the final decision on funding

April 2021: LWCF projects submitted to the NPS for approval

June 2021: LWCF grant start date with the NPS

May - June 2021: CPW contracts are written and distributed to awarded project applicants.

EXHIBIT A

MAINTENANCE GRANT APPLICATION CHECK LIST

(Return this completed form with your application)

MANDATORY:

Signed letter of resolution from Governing Body that includes resources/support committed to the project

Exhibit A - Application

Exhibit B - Budget (Unprotected Excel CPW form)

Environmental Forms

Maps/Photos/Graphics [Separate PDF document(s)] DO NOT combine with application

Letters of Support (maximum of 5). No letters from clubs, groups or individuals specifically working on the project.

Project should be completed within 2.5 years from receiving grant.

Required MATCH funding is secured, including CASH match funds.

CPW Area Manager was contacted about the project by September 8th and applicant has discussed the project with them. Note: ALL projects will be reviewed by CPW for wildlife impacts.

Project area is owned by public land agency or has easement that designates the area to be open to public outdoor recreation for at least 25 years.

Formal Environmental Assessment (EA) or NEPA has been completed with final approval for the project area (federal lands only, include link to EA).

Construction projects have been evaluated for required permits and if required, permits have been acquired (404 permit, etc.).

ADDITIONAL PROJECT HIGHLIGHTS:

Youth Corps or youth organization will be used on the project (name of organization).

Volunteers will be utilized on the project (name of organization).

EXHIBIT A

NON-MOTORIZED MAINTENANCE APPLICATION

Applicant or Organization Name:

Complete Mailing Address:

Applicant Lead Contact Name:

Title:

Telephone:

Email:

Is this the primary contact for this grant: YES NO

OFFICIAL USE ONLY – DUNS # (IF REQUIRED):

PROJECT MANAGER (this person will have day-to-day responsibility for the project)

Name:

Telephone:

Email:

PRIMARY PARTNER INFORMATION (IF APPLICABLE)

Name:

Mailing Address:

Partner Contact Name:

Title:

Telephone:

Email:

Is this the primary contact for this grant: YES NO

ABOUT THE PROJECT

Project Title:

Grant Request: \$

Match Amount (Min. 30%): \$

Total Project Cost: \$

Project Description: Write a 2-3 paragraph description of your project and the expected accomplishments. Be sure to include Who, What, When and Where. **This is your scope of work.** (This section is not the place to talk about the project background, the benefits, the funding, or anything other than the actual work to be accomplished. Please address this information in question #1 of the Selection Criteria.)

WHO? Who will complete the work and who will oversee the project? Provide a brief description of your community or organization, highlighting its mission and purpose.

WHAT? Explain what you are going to do or accomplish. What is the goal or the reason for your project? Break down the project into a list of specific activities to be completed. These should be quantifiable items that correspond to the categories on your budget page. Include quantity or quality as part of your description of work to be performed. How long? How many? How many feet? How many miles? What materials will be used? Is a specific standard or guideline being used?

WHERE? Explain in detail the location of your project. Where is the project located? What county? What are the nearby towns? What National Forest/ BLM Field Office? Provide the names of the trail(s) or trail system and where the work will be performed. List the land manager agency or municipality.

DEFINITIONS? Please define all acronyms and specialized terms that are used in your project description.

EXHIBIT A

Project Description

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Previous CPW grants awarded (last 3 years) List award year, category and project name

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EXHIBIT A

LAND OWNERSHIP			
1. Provide the name/s of the property owners:			
2. The trail corridor is controlled by: <input type="checkbox"/> Fee Simple <input type="checkbox"/> Lease <input type="checkbox"/> Easement <input type="checkbox"/> License <input type="checkbox"/> Right-of-Way <input type="checkbox"/> Other:			
USER INFORMATION (Please check all that apply)			
<input type="checkbox"/> Hiking	<input type="checkbox"/> Motorcycling	<input type="checkbox"/> Equestrian	
<input type="checkbox"/> Walking	<input type="checkbox"/> Four-Wheeling	<input type="checkbox"/> ADA Accessible	
<input type="checkbox"/> Running	<input type="checkbox"/> All-Terrain Vehicle	<input type="checkbox"/> Paddling	
<input type="checkbox"/> Skateboarding	<input type="checkbox"/> Snowmobiling	<input type="checkbox"/> Other	
<input type="checkbox"/> In-Line Skating	<input type="checkbox"/> Snowshoeing	<input type="checkbox"/> Other	
<input type="checkbox"/> Biking	<input type="checkbox"/> X-Country Skiing	<input type="checkbox"/> Other	
TRAIL SURFACE			
<input type="checkbox"/> Asphalt	<input type="checkbox"/> Concrete	<input type="checkbox"/> Other	
<input type="checkbox"/> Natural	<input type="checkbox"/> Crusher Fines	<input type="checkbox"/> Other	
PROJECT LOCATION (For multiple project sites attach a separate list.)			
Nearest Town or City:			
County:			
Latitude & Longitude Coordinates (in decimal degrees):			
State Congressional District (https://www.govtrack.us/congress/members):			
<i>Please fill out all the applicable categories for your project:</i>			
Acreage of new trailhead		Miles of trail being planned	
Miles of new trail construction		Miles of trail maintenance	
Miles of inter-connecting trail		Miles of trail reroute	
Miles of trail to be decommissioned		Miles of trail to be restored	
Miles of trail to be signed		Miles of trail grooming	
Other		Other	

Applicant Authorized Signature: _____ Date: _____
(From Applicant Organization)

Land Agency Authorized Signature: _____ Date: _____
(From project location land agency, if different from applicant)

EXHIBIT A

MAINTENANCE GRANT SCORING CRITERIA

All applicants must respond to the following selection criteria questions in **ten pages or less**. Use the numbered blank pages at the end of this section. This application will be scored on a 100-point basis. The maximum number of points that can be awarded for each question is shown in parentheses. Outside reviewers and State Trails staff will review each project. Projects will be ranked according to reviewer and staff scores.

Grant review subcommittee members review and score grant applications based on the totality of information available. This may include not only the answers provided to the application questions, but also additional information provided to the review subcommittee from agency staff and subcommittee member knowledge and information that is relevant to the proposed project.

Failure to provide a response to any question (unless otherwise noted) will reduce your project's score. Please read and understand all application questions prior to answering.

Respond in **12-point font**. Reference all attachments.

SCOPE (15 Points Total)

1. Describe the proposed project including the length/width of trail maintenance, any major components necessary to complete the trail such as maintenance materials, under/overpasses, bridges, trail heads, trail sections that will be maintained, number of maintenance features, etc. – describe exactly what will be maintained and/or built. Discuss the ownership status of the trail corridor and any easements or land acquisitions that have been acquired for the trail. Address each trail component separately, specifically mentioning its characteristics. Describe the state of the existing trail, why it is no longer acceptable, and how it has arrived at its current condition it is in. Have trail reroute options been considered for current on-the-ground unsustainable trails and trail sections in the project area? If so, describe the length and distance of the reroute and the relationship to the existing corridor. Are there plans to decommission and/or restore these unsustainable trail sections? Briefly discuss how this project maintains trail loops, links, or improves and/or restores trail use and connectivity to other trails, park areas, outdoor recreation opportunities, and/or other public recreation and community centers. Please include a few site photos and a map of the area.

NEED (15 Points)

2. Describe why this maintenance project is important at this time (resource damage, user safety, increased trail usage, etc.) and how this project will meet those needs. What is the Operations and Maintenance plan for the project area? Describe how the project will be maintained and managed for long-term sustainability. Describe the community this project will serve and provide population and economic data. Discuss the significance of the trail segment to users. List each user group and estimate their percentage of overall trail use, e.g., bicyclists – 40%, hikers – 50%, equestrian – 10%). How did you arrive at those estimates? Describe the project's urgency. Why are CPW State Trails funds necessary to complete this project? What opportunities are lost if the grant is not awarded?

EXHIBIT A

PLANNING/SUSTAINABILITY (45 Points Total)

3. Planning and Prioritization Process (15 points)

Discuss why this is being pursued at this time. What best management practices were used during the planning process to ensure that the trail and its amenities will be sustainable? What design practices were used to ensure that the project will meet current and future use levels? How were wildlife and natural resource impacts addressed in the planning process? Have CPW wildlife specialists provided input or consultation on this project?

4. Financial Sustainability (15 points)

Is this a multi-phased project, and if so, how many phases is it and how will future phases be funded? Has an Operations and Maintenance plan been developed for the project areas? If so, please explain the plan in detail. Estimate the annual costs to maintain the project. How did you derive at those numbers and how do you intend to fund long-term maintenance? Who will be responsible for maintenance? Will funds from the State Trails grant program be requested for this trail project in the future?

5. Wildlife and Natural Resources (15 points)

How were CPW staff engaged in the planning process? How were impacts to wildlife and habitat evaluated, avoided, and/or minimized? What factors were considered to avoid large blocks of less disturbed sensitive environmental resources such as wildlife habitat or wetlands in the planning process? What aspects were considered to evaluate wildlife connectivity across the landscape and to avoid and/or minimize the potential for fragmentation?

PUBLIC COMMENT (10 points)

6. Public notification is mandatory for all projects. Projects without public involvement are not eligible for rating.

What community collaboration has taken place to determine maintenance priorities (regular meetings, public meetings, working groups, etc)? How was it determined that this maintenance project is a priority for the land management agency and trail users? Describe the public planning process that identified the maintenance of this trail(s) as a priority. Summarize the feedback received from the public and how it was determined that your constituents want and will use the project. Has this project been deemed a priority by any other agencies or given any significant designations? Describe any received opposition to the project and how the concerns have been addressed.

EXHIBIT A

ABILITY (15 Points Total)

7. Matching Funds and Partnerships (10 points)

Discuss partnerships established for this project and their contributions. Discuss the sources of matching funds. How much match is secured beyond the required 30%? How much of it is yet to be raised and what are your plans for raising those additional funds? Submit letters of commitment/support from landowners and/or funders as a separate attachment (resolution from the governing body should include support and resource commitment; a separate support letter is not required). Beyond these letters, you may submit up to 5 letters of non-funding support.

8. Contingency/Ability (5 points)

What other funding sources have been dedicated or are anticipated to be dedicated to this project? Will applicant and/or partner funds be lost if State Trails funds are not awarded? If you are not awarded State Trails funding, what measures will be taken to complete the project? Describe your ability to complete the specific grant transaction(s) that will be necessary to accomplish this project. Please provide examples (if any) for grant projects of similar magnitude that demonstrate your ability to manage the requested level of grant funding; including the project title, grantor, award amount, and year the project was funded. Were the necessary reporting and closeout requirements completed in a timely manner? How well was it managed from your perspective?

EXHIBIT A

1. SCOPE (15 Points Total)

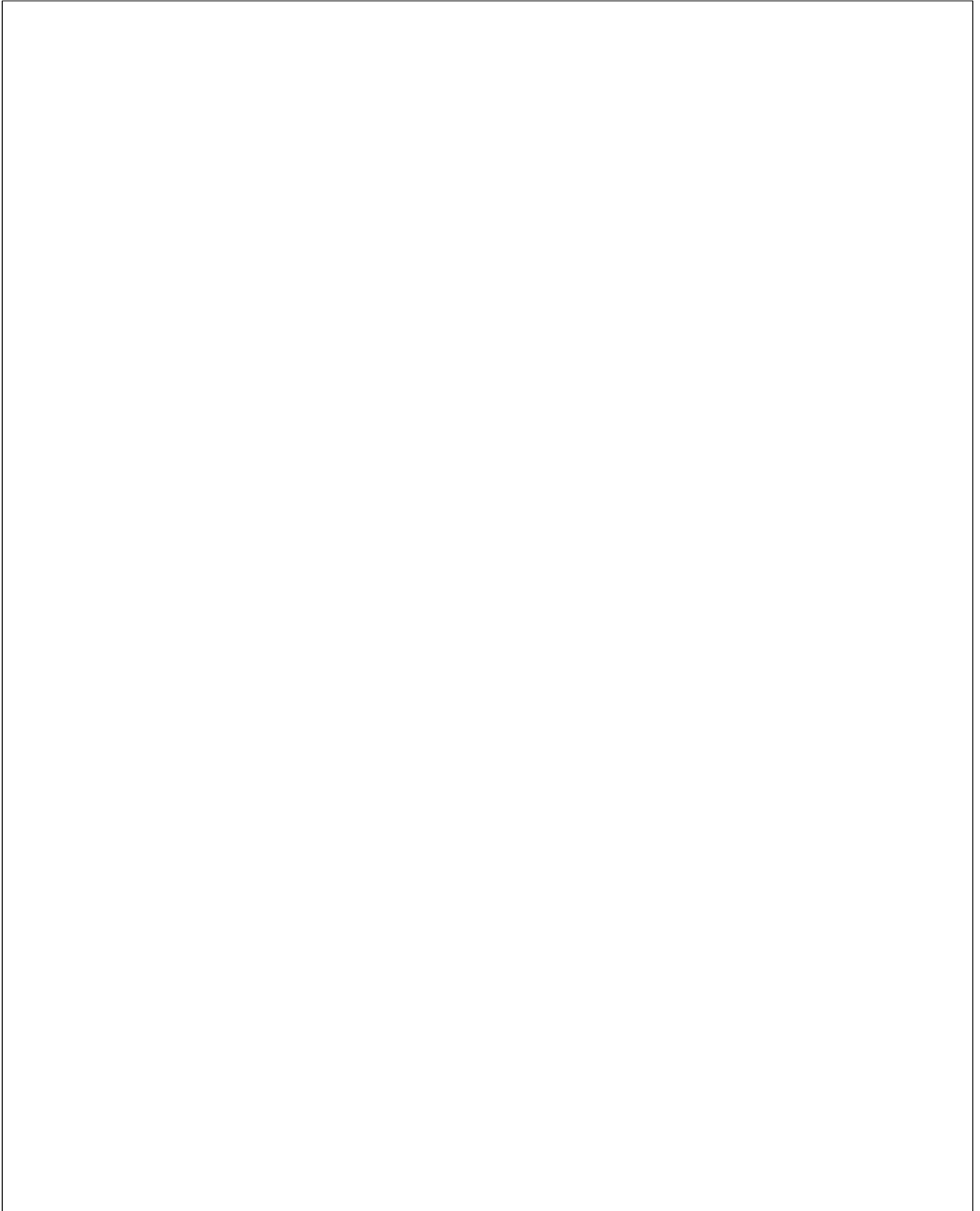


EXHIBIT A

2. NEED (15 Points)

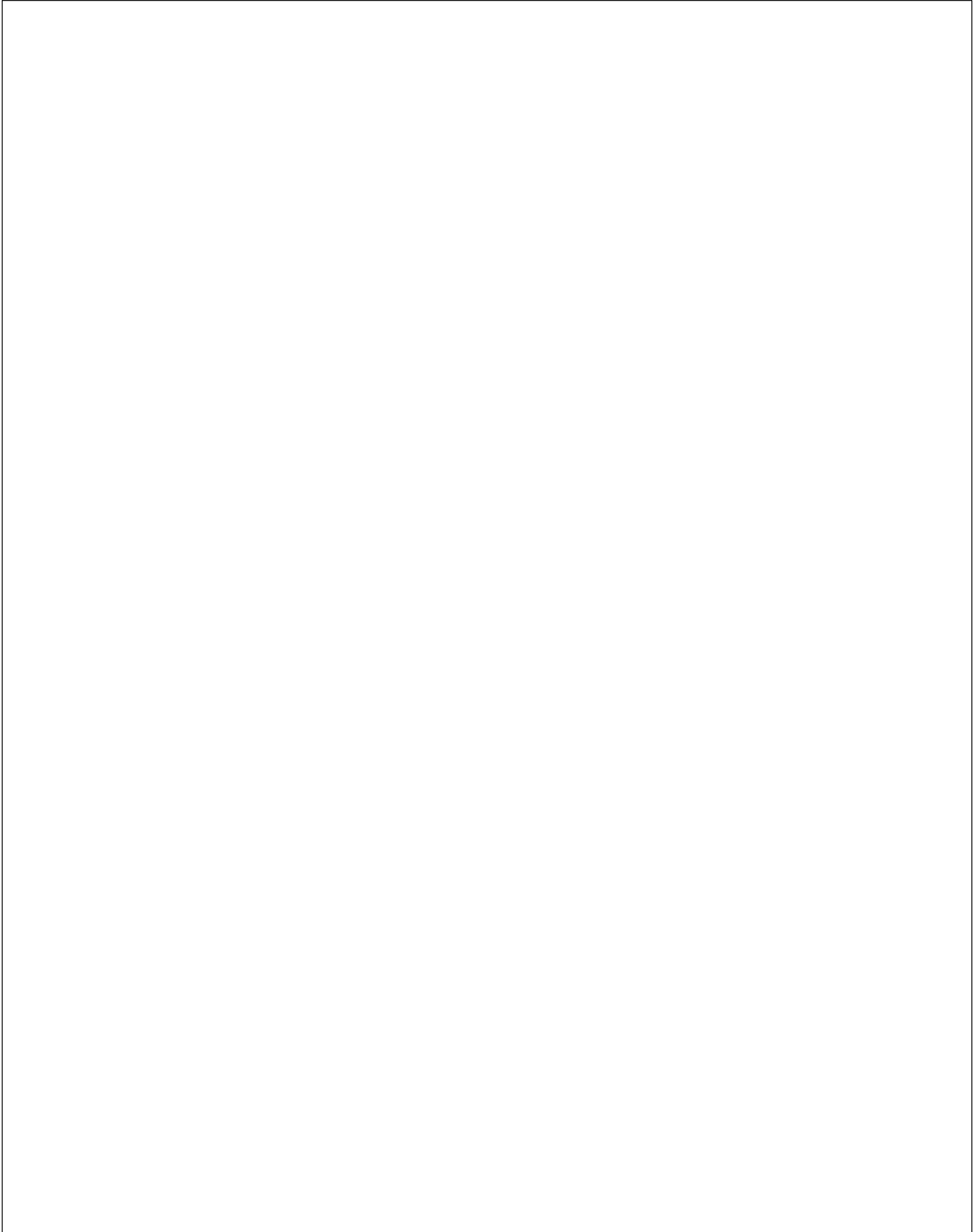
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EXHIBIT A

3. PLANNING/SUSTAINABILITY (Planning and Prioritization Process) (15 points)

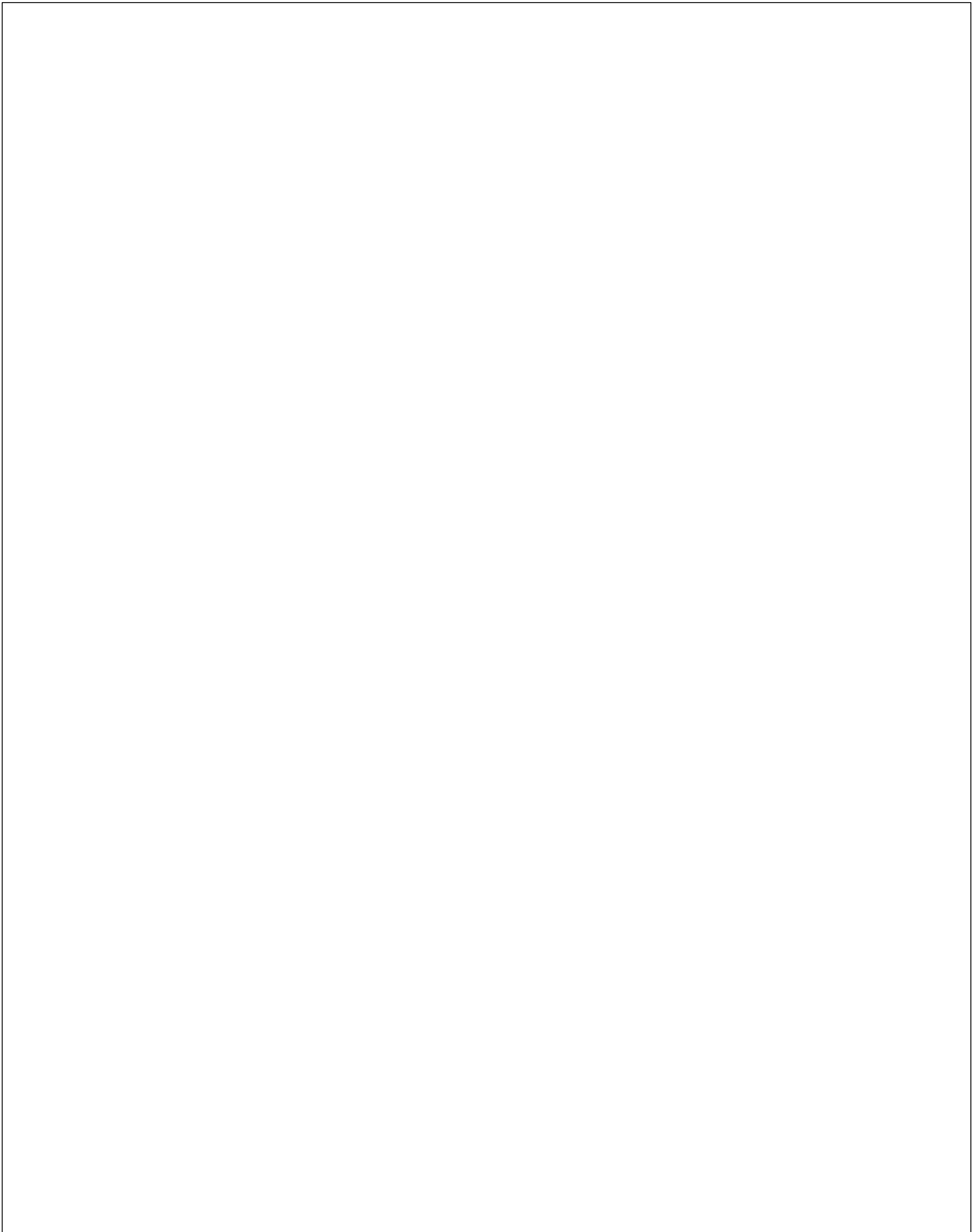
A large, empty rectangular box with a thin black border, occupying the majority of the page below the question header. It is intended for the student to write their response to the question about the Planning and Prioritization Process.

EXHIBIT A

4. PLANNING/SUSTAINABILITY (Financial Sustainability) (15 points)

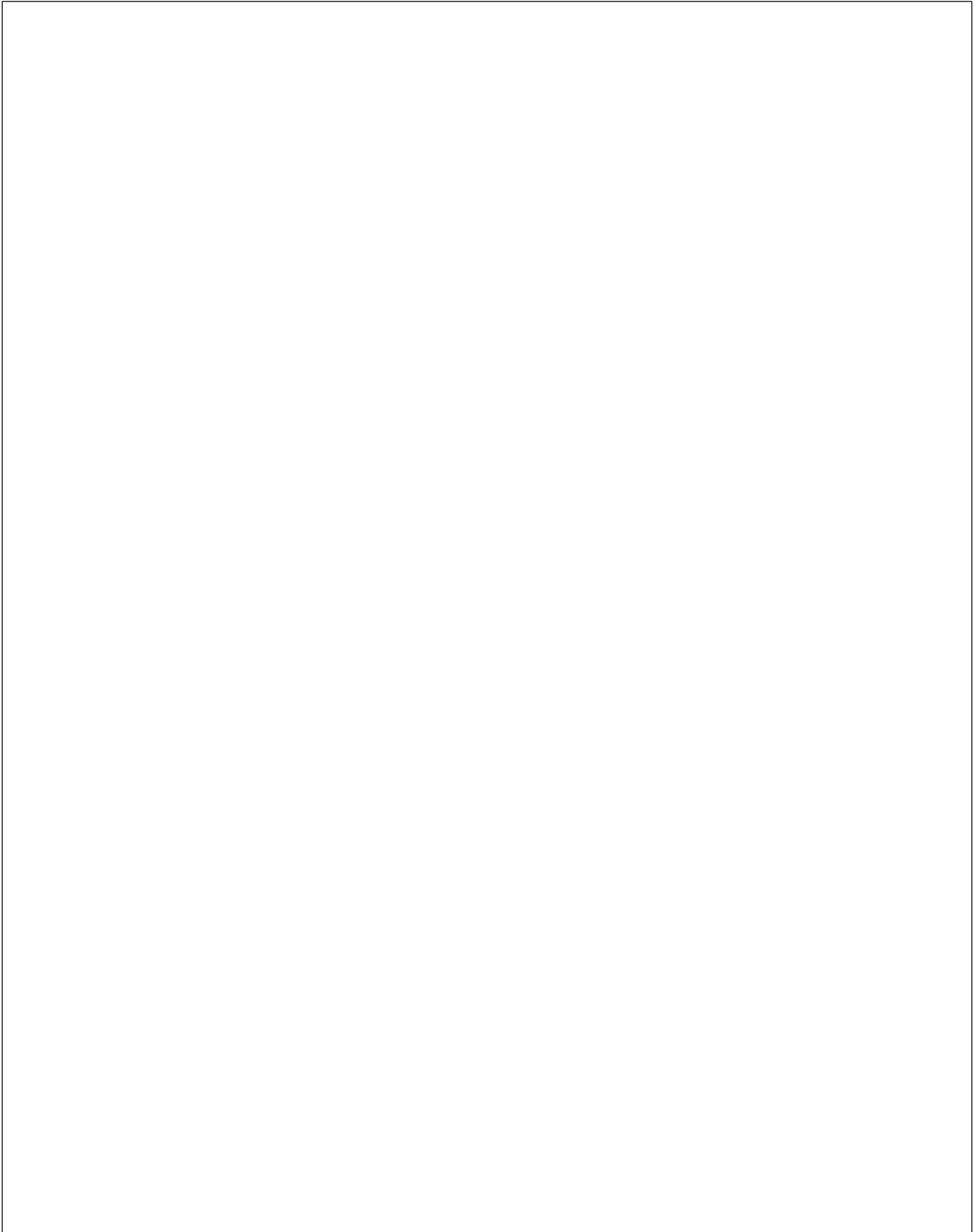


EXHIBIT A

5. (PLANNING/SUSTAINABILITY) Wildlife and Natural Resources (10 points)

EXHIBIT A

6. (PUBLIC COMMENT) Public notification is mandatory for all projects (10 points)

EXHIBIT A

7. (ABILITY) Matching Funds and Partnerships (10 points)

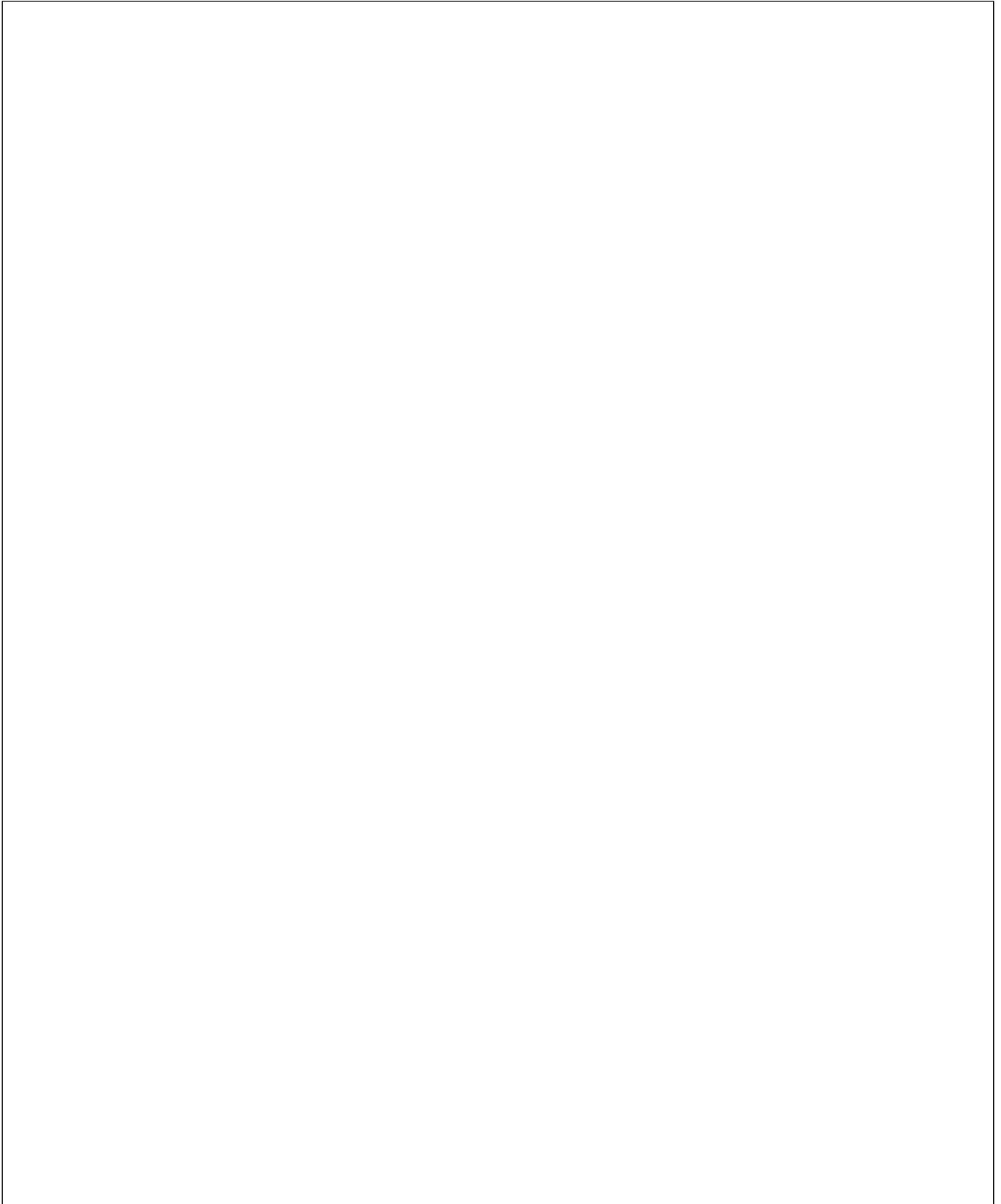


EXHIBIT A

8. (ABILITY) Contingency/Ability (5 points)