

## Exhibit A – Project Information

### NON-MOTORIZED TRAIL MAINTENANCE APPLICATION

Applicant or Organization Name:		
Complete Mailing Address:		
Applicant Lead Contact Name:		Title:
Telephone:	Email:	Is this the primary contact for this grant <input type="checkbox"/> YES <input type="checkbox"/> NO

### 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: <input type="checkbox"/> YES <input type="checkbox"/> NO

### ABOUT THE PROJECT

Project Title:	
Grant Request: \$	Match Amount (Min. 25%): \$
Total Project Cost: \$	
<p><b>Project Description:</b> Please write a 2-3 paragraph description of your project and the expected accomplishments. Be sure to include Who, What, When and Where. <b>This is your scope of work.</b> (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 that information in question #1 of the Selection Criteria.)</p> <p><b>WHO?</b> 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.</p> <p><b>WHAT?</b> 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?</p> <p><b>WHERE?</b> Explain in detail the location of your project. Where is the project located? What county? What National Forest/BLM 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.</p> <p><b>DEFINITIONS?</b> Please define all acronyms and specialized terms that are used in your project description.</p>	

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Project Description

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

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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, Walking, Running	<input type="checkbox"/> Biking	<input type="checkbox"/> Equestrian	
<input type="checkbox"/> Skateboarding, In-Line Skating	<input type="checkbox"/> Snow Sports (non-motorized)	<input type="checkbox"/> ADA Accessible	
<input type="checkbox"/> Other	<input type="checkbox"/> Other	<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(ies):			
Latitude & Longitude Coordinates (in decimal degrees):			
State Congressional District ( <a href="https://www.govtrack.us/congress/members">https://www.govtrack.us/congress/members</a> ):			
<i>Please fill out all 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 Printed Name: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## MAINTENANCE GRANT SCORING CRITERIA

All applicants must respond to the criteria questions. 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.

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### 1. Scope (10 points)

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. 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.

### 2. Access/Trail Connections (5 points)

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. If the project is connected to a larger trail system, describe the size, extent, and predominant uses of that system.

### 3. Need (15 Points)

Describe the project's urgency and why it is being pursued at this time. Describe what issues this trail project will be addressing (resource damage, user safety, increased trail usage, etc.) and how this project will meet those needs. Why are CPW State Trails funds necessary to complete this project and what opportunities are lost if the grant is not awarded? 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%. What features make this trail suitable for these uses?

#### 4. **Planning and Prioritization Process (10 points)**

Discuss the planning process that identified the maintenance of this trail(s) as a priority. Is this project part of an approved master plan, federal Forest or Resource Management Plan, or a landscape level regional planning effort (such as an Outdoor Regional Partnership). If so, what priority is it given in that plan? Has this project been deemed a priority by any other agencies or given any significant designations? Please explain existing trails in the area and describe the need for improvements to this section of trail.

#### 5. **Design and Trail Work (10 points)**

What best management practices will be used to ensure that the trail and its amenities will be sustainable? Who is designing/will design and oversee the trail work, and what are their qualifications? Who will perform the trail work (staff, volunteers, conservation corps, contractors, etc.)? Have trail reroute options been considered for current on-the-ground unsustainable trails and trail sections in the project area? If so, are there plans to decommission and/or restore these sections?

#### 6. **Sustainability (10 points)**

Has an operations and maintenance plan been developed for the project areas for long-term sustainability? If so, please explain the plan in detail including who will be responsible for this work, the estimated annual costs, and funding plans. Is this a multi-phase project, and if so, how many phases is it and how will future phases be funded?

#### 7. **Wildlife and Natural Resources (15 points)**

Describe how potential impacts to wildlife and natural resources were evaluated during the planning process for the trail (such as utilizing resources listed in Planning Trails with Wildlife in Mind). Describe any plans for avoiding sensitive habitat as well as minimizing, and/or mitigating wildlife and natural resource impacts. Describe the plan for trail management and monitoring after the trail work is complete. Were CPW staff engaged in the planning process? Describe how their recommendations will be implemented. For example, if a seasonal closure is recommended, what are the dates of the closure and how will it be implemented to be effective (signage, gates, game cameras, etc.)?

#### 8. **Public Engagement (10 points)**

**Public notification is mandatory for all projects.**

Describe the public process for this trail project (regular meetings, public meetings, working groups, etc.). Please highlight any collaborative approaches that were taken and summarize the feedback received from the public that determined the need for this project. Describe any received opposition to the project, and how the concerns have been addressed.

**9. Matching Funds and Partnerships (10 points)**

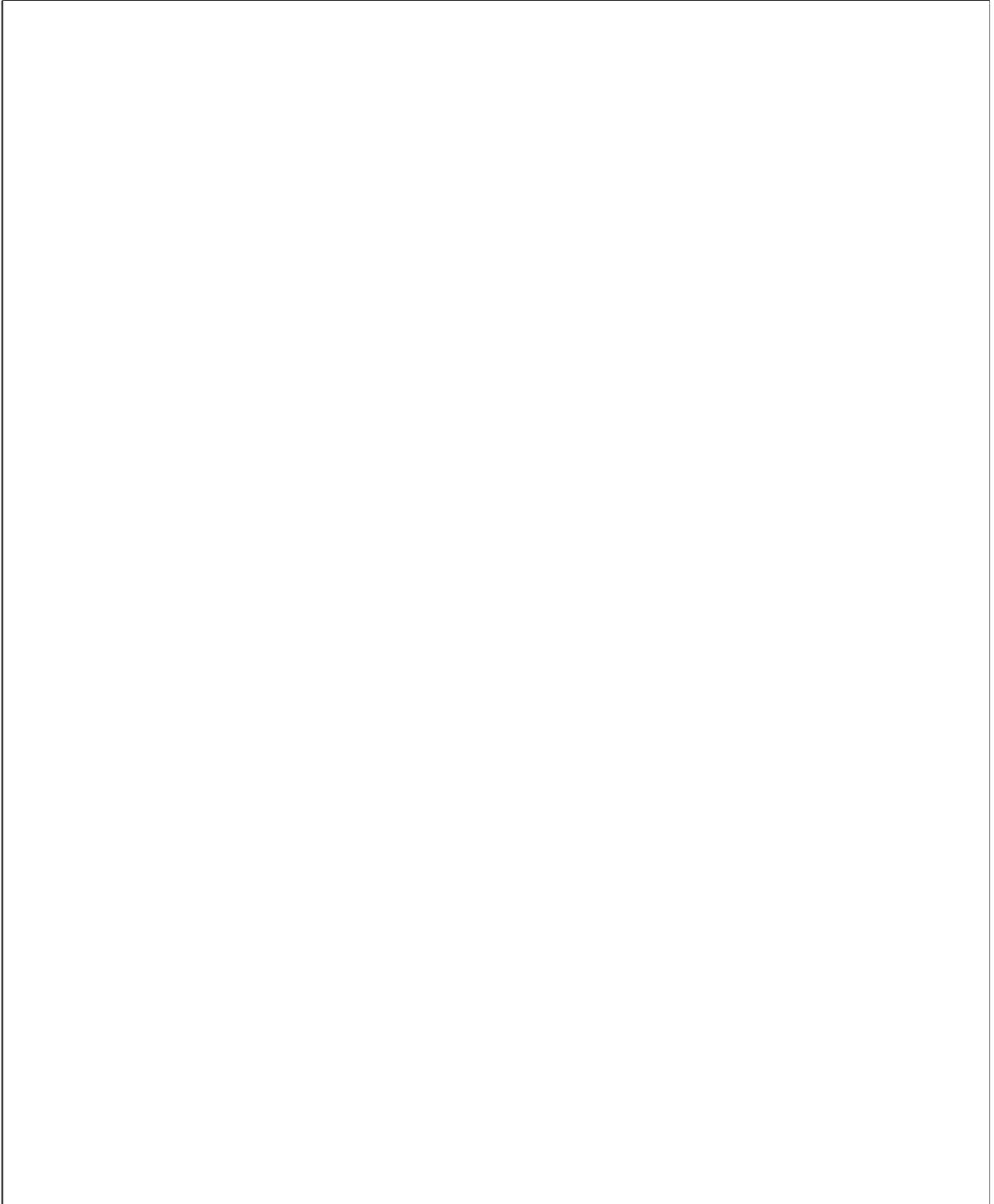
Discuss partnerships established for this project and their contributions. What other funding sources have been dedicated or are anticipated to be dedicated to this project? If matching funds are not yet secured, what are the plans for raising those additional funds? Will applicant and/or partner funds be lost if State Trails funds are not awarded? 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, up to 5 non-funding letters of support may be submitted.

**10. Ability/Contingency (5 points)**

Describe your organization's 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 organization's ability to manage the requested level of grant funding; including the project title, grantor, award amount and year the project was funded. If State Trails funding is not awarded, what is the plan to complete the project?

**1. Scope of Work (10 points)**

**2. Access/Trail Connections (5 points)**



**3. Need (15 points)**

#### 4. Planning and Prioritization Process (10 points)

**5. Design and Trail Work (10 points)**

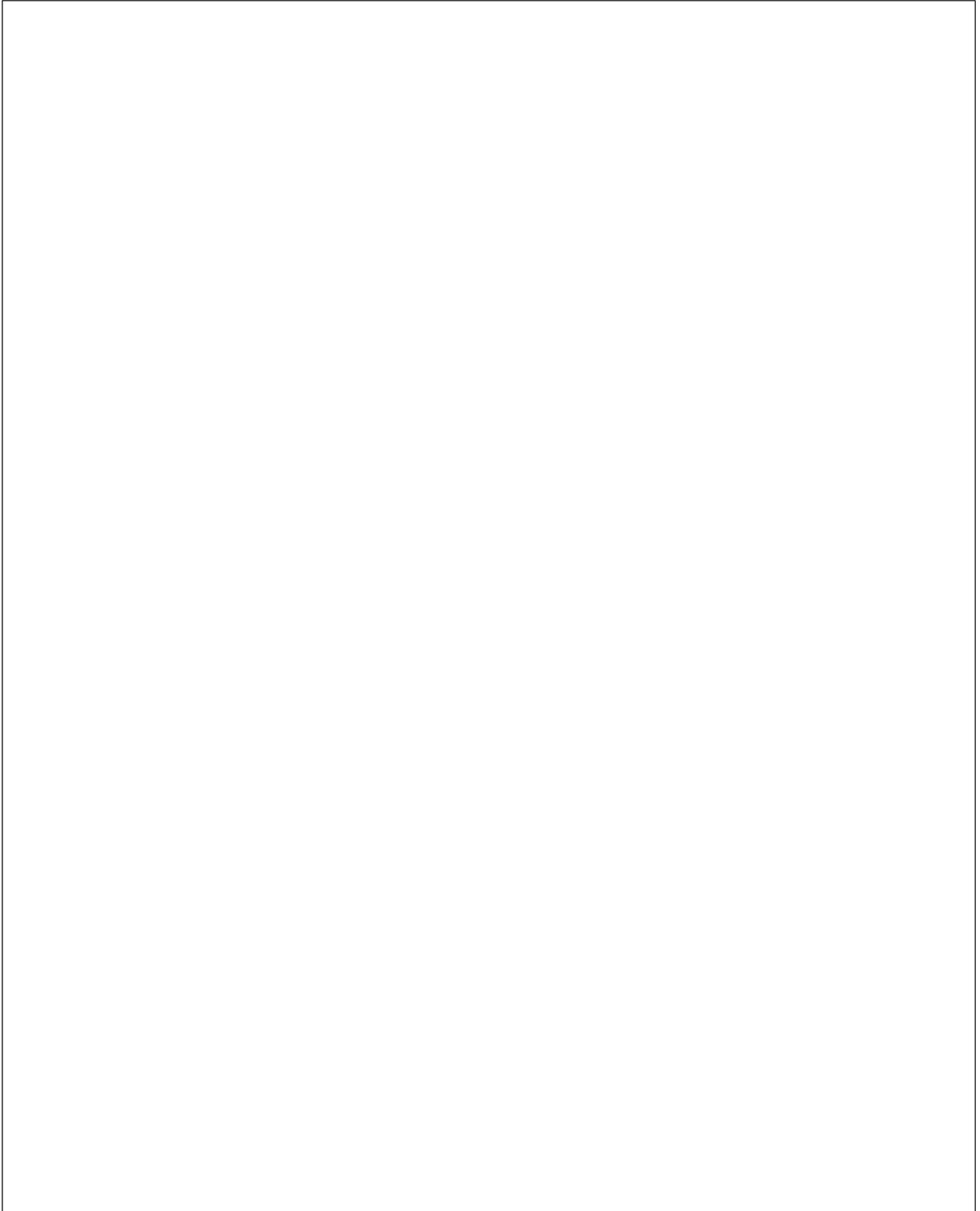
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**6. Sustainability (10 points)**

**7. Wildlife and Natural Resources (15 points)**

**8. Public Engagement (10 points)**

**9. Matching Funds and Partnerships (10 points)**



**10. Ability/Contingency (5 points)**

