

## Exhibit A – Project Information

### NON-MOTORIZED TRAILS PLANNING 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: \_\_\_\_\_

Land Agency Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(From project location land agency, if different from applicant)



## PLANNING GRANT SCORING CRITERIA

All applicants must respond to the criteria questions. Use the numbered blank pages at the end of this sections. 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. What are the benefits of this effort to trail users and groups in the communities, region, and/or state? Describe how the planning project will lead to trail system improvements, the development of tangible trails, trailheads, amenities, or recreation projects in the area. Please include potential site photos and a map of the proposed planning area(s). Discuss the ownership status of the proposed area - including any information regarding easements and/or recent land acquisitions. Is this a multi-phase project, and if so, how many phases is it and how will future phases be funded?

### 2. Community Need & Benefit (10 points)

Describe how the project will tie into existing management plans and demonstrate a significant improvement to community trail systems and larger connectivity throughout communities and existing trail systems. Summarize the community need for the project (letters of support should clearly document this need). How will this project specifically address the needs described? Describe how the project communities will benefit from the project. Why is it important to undertake this planning effort now, instead of at a later time? How will community health benefits and the equity of underserved communities be considered, evaluated, and prioritized in the plan? Will underserved communities be involved in decision making processes (i.e. where trails will be located, what they will look like, recreation prioritization, etc.) through citizen advisory boards or other means of public involvement?

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

Explain the extent to which this project focuses on regional trail and resource planning. Is

this project part of an existing 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 this project given in that plan? How will the plan evaluate multiple trail systems' cumulative impacts together in a comprehensive plan? How will trail development be evaluated and balanced with existing trail system management, wildlife and natural resource conservation, and long-term maintenance?

#### **4. Wildlife & Natural Resources (15 points)**

Describe how potential impacts to wildlife and natural resources will be evaluated during the planning process for the plan (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 how you will develop plans for trail management and monitoring after the trail is complete. How will CPW staff be 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.)?

#### **5. Collaboration (10 points)**

Explain the extent to which the project demonstrates unique, innovative, and/or important multi-agency, organization and/or private partnerships. Describe which stakeholders will be involved with the planning process - public agencies, conservation groups, stewardship groups, recreational groups, environmental groups, non-profit organizations, schools, businesses, and/or individuals. Describe how these stakeholders will be engaged and these partnerships will be a benefit to the planning, development, and long-term management/maintenance of the trail systems. Will a professional consultant be hired to help facilitate this process?

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

What is the long-term vision for the future of the work supported by this grant? What are potential sources of funding and resources for both trail construction and maintenance and how will these be considered and incorporated into the planning process? Is there committed funding and/or personnel and volunteer stewardship resources to support the long-term maintenance of the project?

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

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

Describe the process you will use to engage the public in the project. Do you anticipate public opposition to this plan or its implementation? If so, how will that be addressed? Describe how potential user conflicts will be identified, addressed and managed.

### **8. Implementation Process and Outcome (5 points)**

Describe the strategy for monitoring and evaluating project planning. What tangible or measurable products will result from this planning project? What is the anticipated timeline of the process and necessary reviews (such as NEPA if on federal land)? In analyzing options for the project, discuss how different alternatives for trail development will be evaluated in the planning process. How will project success be defined?

List (in bulleted form) and provide a brief, specific description for each:

- Objectives
- Tasks / Project Milestones
- End products and/or deliverables that will result from this planning effort

### **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. Community Need and Benefit (15 points)**

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

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

**5. Collaboration (10 points)**

**6. Sustainability (10 points)**

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

**8. Implementation Process and Outcome (5 points)**

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

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