



STATE OF NEVADA  
Recreational Trails Program  
**2018 Grant Application**

CFDA 20.219

**APPLICATIONS DUE:** **OCTOBER 26, 2017, 12:00 PM**  
*APPLICATIONS MUST BE RECEIVED BY THIS TIME, POSTMARKS WILL NOT BE ACCEPTED*

**PLEASE SUBMIT:** **3 FULL COLOR COPIES (DOUBLE SIDED) &  
ONE ELECTRONIC COPY ON A FLASH DRIVE**

**TO:** **NEVADA DIVISION OF STATE PARKS  
901 S. STEWART STREET, SUITE 5005  
CARSON CITY, NV 89701  
ATTN: RTP GRANT PROGRAM**

**DO NOT ATTACH ITEMS THAT ARE NOT REQUIRED.**

**EMAILS WILL NOT BE ACCEPTED.**

**For assistance, please contact:**

**Janice Keillor**  
State Trails Administrator  
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# Application

## Nevada Recreational Trails Program

### SECTION I

1. **Applicant Name:** \_\_\_\_\_

2. **Project Name:** \_\_\_\_\_

3. **Project Dates:** *Start:* \_\_\_\_\_ *Completion:* \_\_\_\_\_

4. **TAX ID or EIN #** \_\_\_\_\_

5. **DUNS #** \_\_\_\_\_

6. **Classification of Applicant:** *(check one)*

Government:  Federal  State  County  Local/Municipal

Organization:  Partnership  Non-profit  For Profit  Individual  Other

7. **Grant Manager / Primary Point-of-Contact (if grant is awarded):**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

8. **Land Owner:** \_\_\_\_\_

9. **Classification of Land Control:** *(check all that apply)*

Public Land  Private Land  Combination, County, City,

R&PP: attach copy of lease with expiration date. If other lease, attach copy

10. **Project Costs:** *(Please do not submit match not directly related to the project)*

Grant Request: \_\_\_\_\_

Match Amount: \_\_\_\_\_ (20% of total amount for diverse & educ. projects; 5% for moto)

Total Project Amount: \_\_\_\_\_

**10(a). What are your sources of match?**

Federal  Private  In-kind  City/County  Pre-Project Planning  Other

Please describe source(s):

11. **Project Category(s)**

Education

Education with motorized component

Non-motorized for single use

Non-motorized for diverse use

Diverse use (motorized and non-motorized)

Motorized for single use

Motorized for diverse use

**12. Trail Use: (check all that apply)**

- |                                                    |                                                        |                                                     |
|----------------------------------------------------|--------------------------------------------------------|-----------------------------------------------------|
| <input type="checkbox"/> Pedestrian (urban/path)   | <input type="checkbox"/> Mountain Biking               | <input type="checkbox"/> Equestrian                 |
| <input type="checkbox"/> Pedestrian (hiking/trail) | <input type="checkbox"/> Bicycle Path (paved)          | <input type="checkbox"/> Snowshoe/cross country ski |
| <input type="checkbox"/> Education                 | <input type="checkbox"/> Interpretation/maps/brochures | <input type="checkbox"/> ADA accessible             |
| <input type="checkbox"/> OHV/Motorized             | <input type="checkbox"/> Other: _____                  |                                                     |

**13. Type of Project: (check all that apply)**

- Educational or trails training
- Maintenance or restoration of existing trails
- Trailside and trailhead facilities
- Purchase or lease of trail construction equipment
- Construction of new trails
- other \_\_\_\_\_

**14. Scope of Work (400 words maximum – describe exactly what work will be completed, include miles of trail or other measurable goals). Please be specific to the actual project being built.**

**15. Project Location:**

- A. Congressional District(s) number (check all that apply) 1 2 3 4
- B. County: \_\_\_\_\_
- C. Municipality/Town/City: \_\_\_\_\_
- D. Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_
- E. Township: \_\_\_\_\_ Range: \_\_\_\_\_

**16. Standards/Guidelines Applied to Project:**

- Universal Access to Outdoor Recreation - A Design Guide
- Designing Sidewalks & Trails for Access
- AASHTO's Guide for the Development of Bicycle Facilities
- USFS Standard Specifications for Construction & Maintenance of Trails
- BLM Handbook 9114-1 Trails
- IMBA International Mountain Biking Association
- OTHER: \_\_\_\_\_

**17. Environmental Compliance** (see page 10 of the RTP Handbook for more information)

*Education projects with no ground disturbing activities may skip to Question 18.*

**17(a).** Is a Federal agency involved in this project as an applicant, partner, or landowner?

- Yes
- No

If yes, environmental clearances have likely been completed for your project area. Please indicate which NEPA document was produced. Please attach the document to this application:

- Categorical Exclusion (CE)
- Record of Decision (ROD)
- Finding of No Significant Impact (FONSI)

*If you have Federal involvement and have attached one of the NEPA documents above, you may skip to Question 18.*

If there are no Federal partners or land owners involved, the project will need to be reviewed by the FHWA. Please provide the following information:

**17(b).** Describe the extent of ground disturbance for this project. Specifically, describe the length, width, and depth of the most significant instances of excavation/digging.

**17(c).** Describe both current and past uses of the project area.

**17(d).** Describe any known cultural resources in the project area. This may include historic buildings, archaeology sites, and any other objects estimated to be over 50 years old.

- 17(e).** Please attach the following three (3) maps:
- General location map (showing project area within the state or county)
  - Topographic map (7.5 minute series quadrangle, 1:24,000 scale) with project boundary and map name
    - Topographic maps are preferred but aerial photos will suffice
  - Detail map indicating specific project elements (e.g., structures, trail alignment)
  - For all maps, please include a key, north arrow, scale, and map name (if available)
  - Maps larger than 11x17 will not be accepted
- 17(f).** Please attach the following photographs:
- At least two (2) overviews of the project area from different angles and distances
  - Please include photos of known cultural resources, if present.
- 17(g).** If available, please attach shapefiles of the project area (these are produced via GPS and end with the filename “.shp”; they may also be found within larger files ending in “.mxd”). These are not required for this application but are appreciated, if available.

**18. List all permits required to complete project:**

**19. Additional approvals**

If the project involves any of the situations listed below, applicants must provide the following documentation:

- 19(a). Crossing of public highway:** Include a statement or letter certifying that the appropriate official (having jurisdiction over the public road at the point where the trail crosses the road) has reviewed this project and approved of the proposed crossing.
- 19(b). Crossing of railroad-gas-power lines, or utility rights-of-way:** Include documentation certifying that the appropriate official has reviewed this project and that the proposed crossing meets their approval.
- 19(c). Crossing of streams or encroachment on any wetlands:** Project applicants planning to construct, operate, maintain, enlarge, or abandon any obstruction that will affect a watercourse, its 100-year floodway, or any lake, pond reservoir, marsh, or wetland, must obtain an appropriate USACE 404 and/or other applicable permits.

Any state or local government agency or public utility working in a 100-year flood plain which has been identified by the National Flood Insurance Program, must also obtain a permit.

In addition, project applicants may be required to prepare an erosion and sedimentation control plan for stream crossings or general construction activities.

**19(d). Building structure or providing a water supply:** Local agency applicants must secure a copy of any building permits that may be required by the local township code enforcement officer or a statement indicating that a permit is not necessary. Federal and State agency applicants are to follow their normal procedures.

**19(e). Sewer and water permitting:** Project applicants must include a copy of the sewage disposal permit issued by a certified municipal sewage enforcement officer or the local township if a comfort station is to be constructed. Project applicants serving any non-residential use with their own water source must provide the appropriate permit from the county or state health official with jurisdiction.

**20. Projects that include a paved bicycle path:** Is the project included in both local and state bicycle plans?

- Yes, plan title(s) \_\_\_\_\_
- No
- Not Applicable. Please describe:

**21. Has the applicant received funding from the Recreational Trails Program in the past?**

- No    Yes

Number of projects funded: \_\_\_\_\_

Amount of funding Received: \$ \_\_\_\_\_

Number of projects Completed: \_\_\_\_\_

## SECTION II

**Proposed Budget:** Provide your budget details in the following table. Please follow this format as much as possible and be very specific, as your application will rate higher. Reminder: all match must be directly related to the building of the trail/facility or educational project. If a cost is not eligible for reimbursement it is most likely not eligible to be used for match. Do not add extra match above what is required. Matching funds beyond the minimum requirement do not affect the score.

<b>Item Description</b>	<b>Federal Grant</b>	<b>Federal Match</b>	<b>Non-Federal Match</b>	<b>Total</b>
Design and Engineering Costs (provide detail)				
Planning costs within past 18 months (for match only; provide detail)				
Direct labor costs <u>Salaries or actual costs</u>				
<u>Volunteer or donated labor</u> - # hrs of labor @\$23.56/hr				
Equipment purchase, rent, or lease (provide detail) – cost @ # of days				
Contracts (construction, etc.) Include copy of estimate or identify what contract will include				
Materials (provide details)				
Gas and Maintenance (.535/mile for 2017)				
Other:				
Other:				
Other:				
<b>Totals</b>				
<b>Percentages</b>				<b>100%</b>

### SECTION III

**Narrative:** Each response is scored via a standardized rubric. See page 27 of the RTP Handbook for more information.

Address the following sixteen (16) questions in the order listed below.

Please limit each response to 3 paragraphs or less.

Type directly into this application.

Supporting documents may be attached in support of your responses.

#### **Project Need**

1. Describe how this project fits with current community development plans.

2. Describe the project's ability to enhance recreation options for an underserved area or population. *"Underserved" is defined as an area or population with inadequate services, facilities, and/or a lack of access to recreation opportunities.*

#### **Project Quality**

3. Describe project schedule(s) and contingency plans.



4. Describe the confirmed partnerships for this project.

5. Describe the nature and extent of public engagement with this project and what is being done to mitigate any concerns conveyed by the public.

6. Describe the implementation of best practices in each phase of the project (e.g., planning, budgeting, construction, etc.).

**Alignment with Nevada’s Recreation Goals**

7. How will the project contribute to the maintenance and/or rehabilitation of existing outdoor infrastructure?

8. How will safety be implemented in the design, maintenance, and management of the project?

9. How does the project increase connectivity between trails, facilities, or other locations?

10. How does the project engage youth?

11. How will the project contribute (or otherwise complement) the development, maintenance, and/or management of new outdoor recreation facilities?

12. How does the project contribute to the economic vitality of its community?

13. How will the project contribute to the conservation and/or rehabilitation of water and habitat?

**Applicant History**

14. Summarize the grant management experiences of both the organization and the personnel responsible for this specific project.

15. Summarize your organization's project management record.

16. Describe your organization's capacity to maintain facilities for the next 25 years.

## SECTION IV

**Maps, Photographs, and other Graphics:** If you already compiled graphics in response to Section I, Question 17 (Environmental Compliance), those will suffice. *Education projects do not require graphics.*

If you have not yet compiled graphics, please assemble the following:

Three (3) specific maps:

- General location map (showing project area within the state and/or county)
- Topographic map (7.5 minute series quadrangle, 1:24,000 scale) with project boundary and map name
  - Topographic maps are preferred but aerial photos will suffice
- Detail map indicating specific project elements (e.g., structures, trail alignment)
- For all maps, please include a key, north arrow, scale
- Maps larger than 11x17 will not be accepted

Photographs:

- At least two (2) overviews of the project area from different angles and distances.

## SECTION V

**Transmittal Letter(s):** All applicants must submit at least one transmittal letter with this application, signed by an individual with the authority to bind the organization to a legal agreement.

If there is **no Federal involvement**, the letter must verify the following:

- a) The project will not facilitate motorized activities on trails that have been predominantly used by non-motorized trail users and on which, as of May 1, 1991, motorized use is either prohibited or has not occurred (Section 1302 (e)(2)(c) of the National Recreational Trails Act);
- b) A commitment to maintain the project's features for 25 years.

If the project **involves any Federal agencies** (as applicant, partner, and/or landowner), please include a letter of support from each Federal entity. Their letter(s) must verify the following:

- a) They have read the application and agree to any responsibilities assigned to them for this project;
- b) The project will not facilitate motorized activities on trails that have been predominantly used by non-motorized trail users and on which, as of May 1, 1991, motorized use is either prohibited or has not occurred (Section 1302 (e)(2)(c) of the National Recreational Trails Act);
- c) The project is in compliance with all applicable laws and in particular the National Environmental Policy Act (NEPA) and Section 106 of the National Historic Preservation Act (NHPA);
- d) Construction of trails for motorized activity are situated upon land allocated for use other than wilderness or have been released to uses other than wilderness by an Act of Congress, and that

such construction is otherwise consistent with an approved land and resources management plan;

- e) A commitment to maintain the project's features (e.g., trails, buildings) for 25 years.

**SECTION VI**

**Authorized Signature of Applicant**

*The signature below indicates approval of this project and authorizes this request for funding from the Nevada Recreational Trails Program.*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (print or type)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Agency / Organization

\_\_\_\_\_  
Date

**PRESENTATION TO THE RTP COMMITTEE**

The RTP application process requires a presentation to the RTP Committee. Presentations are limited to 10 minutes in length and provide an opportunity to further explain your project. In addition, the committee can ask questions about the project and clarify any details.

The RTP Committee meets for two days in November. You are not required to attend the entire two-day meeting. Shortly after the application deadline, NDSP staff will contact you with the specific date and time of your presentation. Applicants must be in attendance for their allotted presentation time, to merit final consideration. In-person attendance is preferred, but not required. Applicants who must deliver their presentation remotely (i.e., video or voice) will be accommodated. The method of presentation delivery does not influence scores.