

1612 - Nevada Regional Trails Training Project - Phase 3

Application Details

Funding Opportunity: 1000-Educational Projects - Recreational Trails Program 2022 Grants
Funding Opportunity Due Date: Nov 2, 2021 12:00 AM
Program Area: Recreational Trails Program
Status: Under Review
Stage: Final Application

Initial Submit Date: Nov 1, 2021 4:03 PM
Initially Submitted By: Mike Passo
Last Submit Date:
Last Submitted By:

Contact Information

Primary Contact Information

Active User*: Yes
Type: External User
Name: Salutation Mike Middle Name Passo
First Name Last Name
Title: Executive Director
Email*: mikepasso@americantrails.org
Address*: PO Box 491797

Redding California 96049
City State/Province Postal Code/Zip
Phone*: 530-645-9683 Ext.
Phone
#####

Fax: ### ### ####

Comments:

Organization Information

Status*: Approved
Name*: American Trails
Organization Type*: Non-Profit Organization
Tax Id: 52-1591902
Organization Website: <https://www.americantrails.org/>
Address*: PO Box 491797

Redding California 96049-
City State/Province Postal Code/Zip

Phone*: 530-605-4395 Ext.

####

Fax: ### ### ####

Benefactor:

Vendor ID:

Comments:

RTP Pre-Application - EDUCATION

Project Description

Classification*: Organization
Please choose one.

Organization Classification: Non-Profit
Please choose one.

**Grant Manager/
Primary Point-of-Contact
(if grant is awarded)*:** Mike Passo
First Name Last Name

Title*: Executive Director
Email Address*: mikepasso@americantrails.org
Telephone*: 530-645-9683
Address*: PO Box 491797
Address Line 1
Address Line 2
Redding California 96049-1797
City State Zip Code

Land Owner*: United States

Classification of Land Control*: Public Land
Select all that apply.

Project Costs
Please do not submit match not directly related to the project.

Grant Request*: \$25,000.00

Match Amount*: \$12,500.00
(20% of total amount for diverse& education projects; 5% for moto)

Total Project Amount: \$37,500.00

Match Sources*: Federal, In-Kind

Please Describe Source(s)*:

Federal: USFS funding of new website at TrailsTraining.org and development of national Trail Core Competencies. In-kind: Chinook Associates always puts extra effort into planning resulting in in-kind volunteer hours.

Project Category(s)*: Education with motorized component
Select all that apply.

Project Type*: Trails Training
Select all that apply.

If Other, Please List:

Scope of Work
Describe exactly what work will be completed, include miles of trail or other measurable goals. Please be specific to the actual project being built.

Scope of Work*:

The Nevada Regional Trails Training Project (RTTP) will build upon the surveying, outreach, and planning in 2020, and the initial training of an estimated 120 trail stewards in the Reno/Tahoe region in 2021, to expand training opportunities across the state of Nevada. Phase 3 of this project will include:

- Virtual and on-the-ground trainings for over 150 more trail stewards
- Trainings in all regions of NV
- Trainings building multiple agency capacity, and motorized and nonmotorized advocates

Project Location

Congressional District(s)*:

District 1,District 2,District 3,District 4
Select all that apply.

County*:

Statewide

Municipality/Town/City*:

Statewide, with projects planned in Elko, Ely, Panaca, Las Vegas, and Reno/Tahoe.

Environmental Compliance

See page 10 of the RTP Handbook for more information.

Does not apply to Planning or Education projects with no ground disturbing activities.

Is a Federal agency involved in this project as an applicant, partner, or landowner?

Federal Agency*:

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.

NEPA Document Produced:

NEPA Document:

Historic Resource Compliance

Please provide the following information:

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

Ground Disturbance:

Trail Stewardship trainings will be experientially based on existing trails that are in need of rehabilitation and maintenance, and will not disturb the ground other than rehabbing an existing trail tread. Additionally, these workshops may be conducted in conjunction with an approved trail construction project. As these project locations have not yet to been identified, we are unsure at this time where the best projects will be found.

Describe both current and past uses of the project area.

Project Area Use:

As these project locations have not yet to been identified, we are unsure at this time where the best projects will be found. But likely sites include existing projects on State, County, or municipal properties.

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.

Cultural Resources:

As these project locations have not yet to been identified, we are unsure at this time where the best projects will be found. Again, cultural issues will have been addressed through the course of normal project implementation prior to the scheduling of these associated trainings.

Maps

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
<p>General location map (showing project area within the state and/or county)</p> <p>Topographic map with project boundary and map name (7.5 minute series quadrangle, 1:24,000 scale)</p> <p>Detail map indicating specific project elements (e.g., structures, trail alignment)</p>						

Photos

Description	File Name	Type	Size	Upload Date
No files attached.				

Shape Files

Description	File Name	Type	Size	Upload Date
No files attached.				

Authorization

Authorized Individual*: Mike Passo 08/20/2021
First Name Last Name Date

Title*: Executive Director

Agency/Organization*: American Trails

RTP Application - EDUCATION

Project Description

Standards/Guidelines Applied to Project*:

BLM Handbook 9114-1 Trails, Designing Sidewalks & Trails for Access, IMBA International Mountain Biking Association, Universal Access to Outdoor Recreation - A Design Guide, USFS Standard Specifications for Construction & Maintenance of Trails

If Other, Please List:

List all permits required to complete project.

Permits*:

Sites of future trainings will be located on projects that are already underway, and have all necessary (NEPA, etc.) permitting documented and in place. This is a part of our site selection process as we work with local land managers, so no trainings will occur that do not already have complete permits.

Does the project include a paved bicycle path?

Bicycle Path*: No

Plan Title:

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

Past Funding*: Yes

Number of Projects Funded: 2

Amount of Funding Received: \$36,200.92

Number of Projects Completed: 2

Project Narrative

Project Need

Describe how this project fits with current community development plans or local/state education standards.

Current Standards*:

Phase 3 of the NV Regional Trails Training Program would allow for over 150 highly trained trail stewards, directly benefiting community trail development efforts across the region. According to the NV State Comprehensive Outdoor Recreation Plan, priority #1 is to 'Maintain and Rehabilitate Existing Facilities.' This same report also states that 'in discussing recreation supply, the role of engaged citizens can not be overlooked.' The proposed Regional Trails Training Program (RTTP) will directly address both of those needs by developing and enhancing the trail maintenance and management skills of many local crews and volunteers, and by growing the capacity of agencies and organizations to efficiently and effectively utilize these trained individuals.

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.

Underserved Area or Population*:

A key part of the planning and implementation of trail training workshops throughout Nevada, is the identification of and specific outreach to a wide array of local populations. We are continuing to identify many underserved communities in the region and invite their participation in these workshops. Funding like this, will allow these workshops to be free to the public, making it much easier and more likely for economically and socially disadvantaged populations to participate, and opens the door to a greater understanding of the wealth of natural resources available. We specifically plan outreach to youth organizations, disability organizations, church groups, veterans associations, college clubs, corporations, schools, and neighborhood associations to name a few.

AT also organizes and supports a diverse coalition of trail industry professionals, leaders, policymakers, and other stakeholders from motorized and non-motorized constituencies. Our partners and members admittedly are primarily older, caucasian adults. In recognition of this fact, a primary goal of American Trails has been to actively reach out to an increasingly diverse trail community, especially in urban and suburban city centers.

Project Quality

Describe project schedule(s) and contingency plans.

Schedule and Plans*:

Online Content Plans

American Trails will continue to provide online virtual workshops in the fundamentals of trail programming, management, maintenance, construction and crew leadership. Ideally, 1-2 workshops a week at various times. Our intention is to have these online classes be 1-1.5 hours in length.

We will also explore opportunities to create certificates on the Eppley proValens online learning platform. We believe that converting some of the curriculum we have developed through the first two phases of this effort will make the content more easily accessed by a variety of folks throughout the country.

In-Person Workshop Plans

February 2022 - 10-14 days in the Clark County area (Las Vegas) working closely with Great Basin Institute (GBI) to support their crew leader development program and trainings embedded in projects that they have established in the area. In addition to GBI crew leaders and staff participants will include local agencies, organizations and individuals.

April 2022 - 10-14 days in Lincoln County area (Caliente and Panaca) working closely with GBI and Nevada State Parks. A lot of this effort will benefit from work that has already occurred in this area but we ended up canceling the classes due to low registration. Again participants in the workshops will include GBI staff and local agencies, organizations, and individuals.

May 2022 - 10-14 days in Washoe/Carson City area working with existing partners and in conjunction with the Eastern Sierras Trail Coalition/Nevada DOT Trails, Tourism and Transportation conference.

In addition to the above schedule, we would like to host trainings in the Elko/Ely area in 2022. We hope to partner on efforts around the recent Economic Development grant that will engage local community colleges in the creation of a Trail Building Institute.

As high quality trail trainers are identified and opportunity presents itself, we will plan to host 2-4 Train the Trainer workshops in the Fall of 2022 with the expressed intent of having these trainers deliver some workshops in advance of or associated with the International Trails Symposium in 2023 in Reno, NV.

Describe the confirmed partnerships for this project.

Partnerships*:

We have worked hard over the last few years to develop robust partnerships in the provision of trainings. These partnerships have taken the form of workshop supporters and hosts. We have established training sites with/at:

- City of Elko at Snow Bowl Ski Area
- Elko County at County Courthouse
- Spring Creek HOA at Local Trails
- Humboldt-Toiyabe National Forest at Ruby Mountain Trail
- Kershaw Ryan State Park
- Cathedral Gorge State Park
- Tahoe Lake State Park
- Rancho San Rafael Regional Park
- Peavine Maze Area Trail System
- Galena Creek Regional Park
- Prison Hill OHV Park

We are working closely with the following organizations on planning and implementing trainings:

- Great Basin Institute (developing Crew Leader Trainings for 2022)
- Carson City
- Washoe County
- State of Nevada
- Bureau of Land Management
- U.S. Forest Service
- Trail Building Institute - White Pine County, NV
- Biggest Little Trail Stewardship

Describe the nature and extent of public engagement with this project and what is being done to integrate feedback or address public comments.

Public Engagement*:

Throughout this project, American Trails has distributed and encouraged submittals in a Trail Training Needs Survey that has been shared with a wide swath of the trail stewardship organizations and individuals in the Reno/Tahoe region. This survey allows public input on identifying the needs that volunteers, stewards, and land managers see most prevalent in this area, and will help to inform the workshops that are chosen, the curriculum developed, and the project locations that are chosen. Anyone with interest in the outcome of these trainings will be invited to participate in structuring these opportunities, and in the provision of training opportunities associated with this phase of the project.

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

Project Phases*:

Phase 2 of this project (completed in Sept of 2021) intended to serve around 150 individuals in training opportunities, but ended up only serving 105 individuals. We were unfortunately forced to cancel a whole slate of trainings in the Elko and Pinaca areas due to low enrollment. We believe that this was largely due to Pandemic reluctance, but also may have been an inability to get the word out to local interested people. We also had to postpone and cancel half of our planned trainings in the Reno and Carson City area due to wild fires. Had both of those training been able to run, we would have far exceeded our anticipated number.

In this Phase 3 proposal, we intend to respond to Pandemic and Fire disasters in several ways, including:

Firstly, we will not schedule any future trainings in 2022 in or near fire season. We are taking the lead of our partners organizations to focus our in-person trainings in the late winter season to avoid fire-related issues, and put trainings at a time that is helpful for ramping up stewardship efforts in the spring and summer.

Secondly, we plan to offer a broader and more diverse set of virtual trainings through the American Trails Webinar platform. Past virtual trainings in Phase 2 were very well received and successful at connecting with local stewards. This robust virtual program will allow opportunities for people that are pandemic-hesitant to still find a route to engage this program.

And thirdly, through our partnerships, we have developed a better understanding of how to reach potential stewards on the ground. We will undertake a dedicated effort to connect through schools and local mountain bike clubs with young potential trail stewards. We are also coordinating the planning of spring trail training efforts through many of our partners (see attached letters of support) so that we are co-hosting efforts and piggy-backing on their years of success at motivating volunteers and stewardship organizations, clubs, and individuals.

Does the project address and promote sustainability goals and principles (e.g., social, environmental, economic)?

Sustainability*:

It is well established through research that high-quality, well maintained trails and greenways impact our economic sustainability through tourism, events, urban redevelopment, community improvement, property values, health care costs, jobs and investment, and general consumer spending. In the same way, well built and located trail systems improve environmental sustainability by focusing the ever increasing (especially since the pandemic) use of our natural areas on durable surfaces that promote and ensure proper water flow and protect sensitive habitats.

Social Sustainability goals will be furthered through the provision of training programs that are free to the public and inclusion of volunteers from a wide spectrum of urban and suburban populations. By locating training in neighborhoods and environments that are important to a wide diversity of people, this program can promote the inclusion of many non-traditional users in trail and outdoor recreation activities, and create a welcoming environment for their participation.

And finally, programmatic sustainability will be promoted by leaving behind well trained trainers that can continue to offer trainings annually. As funding is available and opportunity presents its self, American Trails intends to host 1-4 Train the Trainer workshops in the Fall of 2022 and then have these trainers deliver workshops in advance of, or associated with, the International Trails Symposium, April 17-21, 2023 in Reno.

Program Goals

How will the project maintain a safe and supportive environment for all students, participants, and instructors?

Safe and Supportive Environment*:

In every training provided through this program, safety is always job #1. The Pandemic, obviously, makes this both more challenging but also all the more important. Personal Protective Equipment (now including KN 95 masks) is always required. Our in-person trainings will be kept small (10 people or less) and held entirely outdoors to minimize the risk of COVID exposure. For those that do not yet feel comfortable with in-person trainings, we will be developing a very robust virtual training platform. Through video and zoom presentations, we will also provide virtual trainings for any interested trainees that are hesitant to participate in in-person trainings due to the pandemic.

Providing a supportive environment for our trainings is job #2! American Trails was founded on the idea of welcoming and inviting all trail user types to the table. Since 1988, American Trails has worked on behalf of all trail interests throughout the US, including hiking, cycling, mountain biking, equestrians, water trails, ATVs, snowmobiling and more. They are a national nonprofit organization that seeks to make trails well maintained and accessible to all people by providing training, education, and resources to trail builders, planners, volunteers and more. We have become a leader in promoting just, diverse, equitable, and inclusive trail opportunities to underserve populations. Across the board, American Trails will welcome all people into the provided training opportunities that will become available in Phase 3 of the Regional

Trails Training Program.

How will the project engage youth in a direct and meaningful way?

Youth Engagement*:

Through the relationships we have developed across Nevada in Phases 1 & 2 of this project, American Trails now feels prepared to connect with youth in a meaningful way. Our developing partnerships with the Great Basin Institute, the Biggest Little Trail Stewardship program, Muscle Power, and many of our agency partners have helped us to identify the best method of engaging with youth and their families. We are now prepared to work with local Community Colleges and K-12 School Districts to identify appropriate clubs and groups to work with and explore opportunities to work with the Nevada Works program to engage the youth that they serve through their job skills training and placement programs.

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

Water and Habitat*:

Trails are powerful land and habitat restoration tools. 2021 saw a variety of dramatic natural disasters across our country and particularly in Nevada and California. Whether unprecedented flooding in the midwest, wildfires in the west, or hurricanes in the south, our lands are under unprecedented natural pressure. Trails in general, and the RTP in particular, have proven to be powerful tools in mitigating these disasters. Trails projects have been implemented to provide badly needed new emergency evacuation routes, access corridors for fire fighting and emergency crews, tools for controlling the flow of water and sediment over fire-denuded landscapes, and focusing impact on sensitive and recovering habitats.

These proposed trainings will give land managers and trail crew staff and volunteers the skills that they need to become water and habitat restoration supporters. The consistency provide by trainings like those provide in this project will ensure that land managers that are over taxed by crisis after crisis on top of already extraordinarily busy day-to-day jobs, can rely of trails stewards to build and maintain trails in a way that ensures the environmental sustainability of the land through which they pass.

Do the proposed activities align with the curriculum standard(s) being used by the students? particular school district?

Curriculum Standard(s)*:

Through our newly developed connections to youth-oriented organizations, we can ensure that our workshop curriculum meet and exceed that of existing school districts.

How does the project contribute to student awareness of recreational opportunities and responsibilities?

Student Awareness*:

One important element of Phase 3 of the Nevada RTTP, is the identification of and specific outreach to a wide array of local populations. We have identified many underserved communities in the region and have invited their participation in these workshops. RTP funding will allow these workshops to be free to the public, making it much easier and more likely for economically and socially disadvantaged populations to participate, and opens the door to a greater understanding of the wealth of natural resources available in this region. We have and continue to plan further outreach to youth organizations, disability organizations, church groups, veterans associations, college clubs, corporations, and neighborhood associations.

Does the project make the topic more appealing to students (e.g., motivating further exploration of the topic or implementation of the lessons in their own lives)?

Motivation*:

The trail community is diverse. Trail user types include equestrian, human powered, water sports, snow sports, and motorized interests. Motivation to use a trail include; solitude, social interaction, fitness, transportation, or education. These diverse methods/motivations for experiencing trails often result in conflicts. The RTTP will celebrate this diversity and bring together the trail community through an increased awareness of this diversity and positive interactions on trails.

By participating in these trainings, we intend to build a stewardship mentality in a wide diversity of local trail users and lovers. Through these trainings, we will introduce new and non-traditional trail users to the outdoors and build their comfort levels, excitement for, and willingness to give their time to improve trails and outdoor environments.

Will the project result in a measurable benefit to the students, their families, their school, or community?

Measurable Benefit*:

Trails have been shown to improve quality of life, promote health, sense of community, and more. When communities invest in trails, they are also building a trail culture. Outdoor recreation opportunities attract new residents, new businesses, and create a sense of pride for the communities that build them.

Trails bring people together by building a social infrastructure that bonds its citizens by bringing them outdoors. Community events such as races, trail days, and fundraising drives bring even more opportunity for these community bonds to grow.

Phase 3 of the Nevada RTTP will result in the development of a highly skilled and effective workforce and volunteer-force that will support the maintenance and management of trails throughout Nevada, and will make future investment in recreational trail development sustainable for years to come.

As a result of delivering the Train the Trainer program development workshops there will be a cadre of local trainers established in the region. This cadre of trainers will be able to continue to provide stewardship training in an economical and sustainable way, and will build the capacity of local trail stewards to complete trail maintenance and construction practices far into the future. These trainings will also provide much needed support to local land management agencies, making them more successful at managing what many see as an inevitable and drastic increase in the use of our treasured public lands for recreation.

Applicant History

Summarize your organization's grant management record. If your organization is new to grants, please summarize the organization's project management record.

Grant Management Record*:

American Trails has a 30 year history of successful and consistent management of a variety of grants, cooperative agreements, and contracts with all of the Federal Land Management Agencies, a wide number of State and local agencies, as well as several foundations and corporations.

American Trails has received funding from the Nevada RTP program in 2020 and 2021 (total of \$36,200).

Below, you will find all of American Trails' current and recent grants and agreements.

- Federal Highway Administration, 20-month Contract, Trail Skills Project, \$299,905
- US Forest Service, 5-year cooperative agreement, Shared Partner Stewardship, \$200,000
- Eastern Region, US Forest Service, 2-year cooperative agreement, 10 Year Trails Challenge, \$125,000
- National Park Service, 5-year cooperative agreement, National Recreation Trail Program, \$125,000
- Bureau of Land Management, 5-year training agreement, Advancing Trails Webinar Series, \$200,000
- KMS Enterprises, 5-year contract, RTP Database, \$275,000
- Ford Foundation, grant, The Trail Fund, \$50,000
- National Park Foundation, grant, Trail Skills Project, \$10,375

All of the following (as well as all past grants and agreements) remain in excellent standing.

Describe your organization's capacity to maintain programs and/or facilities for the next 25 years.

Maintain Program*:

American Trails has been a successful nonprofit organization since 1988, and has a multitude of longstanding programs. American Trails has been the lead nonprofit partner for the National Trails Training Partnership (NTTP) since 2002. This long standing effort, funded by the Federal Highway Administration, has brought together 24 nonprofit trail-related organization along with the National Park Service, the Forest Service, the Bureau of Land Management, the US Fish and Wildlife Service, the Army Corps of Engineers, and the Federal Highway Administration, to develop coordinated resources and training opportunities across the country. To date, the NTTP program participants have met in person annually, and have resulted in the development nation's largest clearinghouse of trail publications, documents,

studies, and articles, as well as a robust trail training calendar, housed at AmericanTrails.org. The NTP partners have organized several attempts at defining trail core competencies over the decades. Our current Trail Skills Project effort builds on past NTP efforts to retool and consolidate all of these efforts into one platform at www.TrailSkills.org.

American Trails has also shown great success at providing direct training to trails professionals throughout the country through our incredibly popular Advancing Trails Webinar Series. American Trails brings agencies, trailbuilders, advocates, and volunteers the latest in state-of-the-art information on all aspects of trails and greenways. Our webinars focus on very specific trail topics and usually include one to three presenters skilled on the topic. The COVID-19 pandemic has created many dynamic changes in how folks are seeking information and training. With more people working and being stuck at home, we saw an incredible jump in attendance of our webinars since the start of stay at home orders across the country. Given these trends, we discovered that we can meet the needs and serve the trails community by offering increased options for training in place of the many conferences that have been canceled/postponed this year. We have ramped up our webinar offerings to try to meet this need, and are holding weekly webinars for the foreseeable future. Recent webinars have exceeded 500+ people per webinar, and all indications are that this is likely to continue.

Authorization

Authorized Individual*: Michael Passo 11/01/2021
First Name Last Name Date

Agency/Organization*: American Trails

Title*: Executive Director

Supporting Documentation

Supporting Documentation

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
General location map (showing project area within the state or county)						
Topographic map with project boundary and map name (7.5 minute series quadrangle, 1:24,000 scale)						
Detail map indicating specific project elements (e.g., structures, trail alignment)						
At least two (2) overviews of the project area from different angles and distances						
Photos of known cultural resources, if present						
Letter or statement certifying that the appropriate official has reviewed this project and approved of the property						
Documentation certifying that the appropriate official has reviewed this project and meets their approval						
USACE 404 and/or other applicable permits						
Erosion and sedimentation control plan for stream crossings or general construction activities						
Copy of any building permits that may be required by the local township or statement permit not needed						
Sewage disposal permit						
Transmittal letter						
Letter of Support			GBI Letter GBI Letter of Support_American Trails Proposal_10-27-2021.pdf	pdf	254 KB	11/01/2021 03:21 PM

Additional Documentation

Description	File Name	Type	Size	Upload Date
USFS Letter	LOS From USFS Joshua Nicholes 10-29-21.pdf	pdf	480 KB	11/01/2021 03:23 PM
Biggest Little Trail Stewardship Letter	LOS from Biggest Little Trail Stewardship 11-1-21.pdf	pdf	202 KB	11/01/2021 03:22 PM
Carson City Letter	LOS from Carson City PROS 10-28-21.pdf	pdf	553 KB	11/01/2021 03:23 PM
Washoe County Letter	LOS From Washoe County 10-28-21.pdf	pdf	86 KB	11/01/2021 03:24 PM
RTP One-pager	RTTP-OnePager.pdf	pdf	1 MB	11/01/2021 03:26 PM
NVRTP Catalog	Nevada-RTTP-Catalog-w-o-watermark-8-10-21.pdf	pdf	2 MB	11/01/2021 03:28 PM
RTTP FAQ	Regional-Trail-Training-Program-FAQ.pdf	pdf	173 KB	11/01/2021 03:29 PM
RTTP Concept Letter	Regional-Trails-Training-Program-Concept.pdf	pdf	426 KB	11/01/2021 03:29 PM

Budget

Percentages

Grant Request

Federal Grant Percentage: 66.67%

Match

Federal Match Percentage: 0.0%

Non-Federal Match Percentage: 33.33%

TOTAL MATCH PERCENTAGE: 33.33%

Design and Engineering Costs

Description	# of Units	Unit Type	Unit Cost	Total Unit Cost	Federal Grant	Federal Grant Percentage	Federal Match	Federal Match Percentage	Non-Federal Match	Non-Federal Match Percentage	Match Source
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No Data for Table

Planning Costs for Match

Description	# of Units	Unit Type	Unit Cost	Total Unit Cost	Federal Grant	Federal Grant Percentage	Federal Match	Federal Match Percentage	Non-Federal Match	Non-Federal Match Percentage	Match Source
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No Data for Table

Direct Labor (Salaries or Actual)

Description	# of Units	Unit Type	Unit Cost	Total Unit Cost	Federal Grant	Federal Grant Percentage	Federal Match	Federal Match Percentage	Non-Federal Match	Non-Federal Match Percentage	Match Source
Candace Gallagher	50.00	hours	\$50.00	\$2,500.00	\$2,500.00	66.67	\$0.00	0.00	\$1,250.00	33.33	USFS Agreement for developing trail core competencies and developing TrailsTraining.org
Mke Passo - American Trails	50.00	hours	\$50.00	\$2,500.00	\$2,500.00	66.67	\$0.00	0.00	\$1,250.00	33.33	USFS Agreement for developing trail core competencies and developing TrailsTraining.org
Kim Frederick - Chinook Consultants	200.00	hours	\$50.00	\$10,000.00	\$10,000.00	85.11	\$0.00	0.00	\$1,750.00	14.89	In-kind hours for development of curriculum
				\$15,000.00	\$15,000.00		\$0.00		\$4,250.00		

Labor (Volunteer or Donated)

Description	# of Units	Unit Type	Unit Cost	Total Unit Cost	Federal Grant	Federal Grant Percentage	Federal Match	Federal Match Percentage	Non-Federal Match	Non-Federal Match Percentage	Match Source
Volunteer labor on trail projects ? 2 volunteer hours maintaining local trails for 150 volunteers	300.00	hours	\$27.20	\$8,160.00	\$0.00	0.00	\$0.00	0.00	\$8,160.00	100.00	In-kind volunteer hours
			\$27.20	\$8,160.00	\$0.00		\$0.00		\$8,160.00		

Equipment Purchase/Rent/Lease

Description	# of Units	Unit Type	Unit Cost	Total Unit Cost	Federal Grant	Federal Grant Percentage	Federal Match	Federal Match Percentage	Non-Federal Match	Non-Federal Match Percentage	Match Source
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No Data for Table

Contracts

Description	# of Units	Unit Type	Unit Cost	Total Unit Cost	Federal Grant	Federal Grant Percentage	Federal Match	Federal Match Percentage	Non-Federal Match	Non-Federal Match Percentage	Match Source
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No Data for Table

Materials

Description	# of Units	Unit Type	Unit Cost	Total Unit Cost	Federal Grant	Federal Grant Percentage	Federal Match	Federal Match Percentage	Non-Federal Match	Non-Federal Match Percentage	Match Source
Project Materials (aggregate, lumber, nuts and bolts, paint) estimated based on likely projects.	10.00	workshops	\$250.00	\$2,500.00	\$2,500.00	100.00	\$0.00	0.00	\$0.00	0.00	
			\$250.00	\$2,500.00	\$2,500.00		\$0.00		\$0.00		

Fuel, Vehicle Maintenance & Travel

Description	# of Units	Unit Type	Unit Cost	Total Unit Cost	Federal Grant	Federal Grant Percentage	Federal Match	Federal Match Percentage	Non-Federal Match	Non-Federal Match Percentage	Match Source
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No Data for Table

Other Expenses

Description	# of Units	Unit Type	Unit Cost	Total Unit Cost	Federal Grant	Federal Grant Percentage	Federal Match	Federal Match Percentage	Non-Federal Match	Non-Federal Match Percentage	Match Source
Marketing and Promotion	1.00		\$250.00	\$250.00	\$250.00	73.53	\$0.00	0.00	\$90.00	26.47	USFS Agreement for promoting TrailsTraining.org and trail core competencies
Workshop documents	10.00	workshops	\$125.00	\$1,250.00	\$1,250.00	100.00	\$0.00	0.00	\$0.00	0.00	
Instructor Travel, Lodging, Meals (per workshop)	10.00	workshops	\$500.00	\$5,000.00	\$5,000.00	100.00	\$0.00	0.00	\$0.00	0.00	
Participant expense (welcome bag, food, transportation)	10.00	workshops	\$100.00	\$1,000.00	\$1,000.00	100.00	\$0.00	0.00	\$0.00	0.00	
			\$975.00	\$7,500.00	\$7,500.00		\$0.00		\$90.00		

Totals

Total Federal Grant Amount:	\$25,000.00
Total Federal Match Amount:	\$0.00
Total Non-Federal Amount:	\$12,500.00
Total Amount:	\$37,500.00



American Trails

Advancing trails for those who build, maintain, use, and dream of trails...

November 29, 2021

NEVADA DIVISION OF STATE PARKS
901 S. STEWART STREET, SUITE 5005
CARSON CITY, NV 89701

ATTN: RTP GRANT PROGRAM

American Trails Board

Executive Committee

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Mikaela Randolph
Randolph Consulting Group

Scott Landes
Rhino Marking & Protection Svcs.

Dear Ms. Giger:

The following is an application transmittal from American Trails for consideration in the FY 2022 Recreational Trails Program grant cycle. Thank you for consideration of our proposal.

This 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).

We will also commit to the continuation of this training program for 25 years or more by ensuring that trained trail trainers will be located and supported in the Reno/Tahoe region. Thanks you for your consideration.

Sincerely,

Mike Passo
Executive Director
American Trails

PO Box 491797
Redding, CA 96049-1797
Phone (530) 605-4395
Fax (530) 867-9014
trailhead@americantrails.org
www.AmericanTrails.org



File Code: 1500; 2300
Date: October 29, 2021

Ms. Heather Giger
Park and Recreation Program Manager/State Trails Administrator
Nevada State Parks
901 S Stewart Street
5th Floor, Suite 5005
Carson City, NV 89701

Ms. Giger:

As the United States Forest Service (USFS) District Ranger for the Mountain City, Ruby Mountains and Jarvis Districts, I am writing in support of American Trails' application for funding for the Nevada Regional Trails Training Program (RTTP). The USFS currently manages over 6 million acres of public land in Nevada. Management of these public lands is accomplished by our staff as well as a growing network of volunteers.

The RTTP will significantly increase the level of skill for staff and volunteers in their roles in trail development, maintenance, and management throughout the state. This effort will result in a cadre of well-trained volunteer trail stewards serving the entire region. We also believe that this program will enhance collaboration between agencies and local trail organizations.

The USFS will support this effort in the following ways: providing funding if available, identifying locations where workshops can occur and promoting participation by staff, our network of trail advocacy groups and the public. I hope that the Nevada Recreational Trails Program looks favorably on this funding request and I look forward to working with American Trails as the Nevada Regional Trails Training Program is developed.

Regards,

Joshua Nicholes

JOSHUA NICHOLAS
District Ranger



October 27, 2021

Michael J Passo
American Trails
PO Box 491797
Redding, CA 96049-1797

Dear Mr. Passo

The Great Basin Institute (GBI) is pleased to provide this letter of support for developing the Regional Trails Training Partnership (RTTP) in Nevada being developed by American Trails and your bid for funding from the Nevada State Parks Recreational Trail Program. We are confident the impact this effort will have on the trail community will be significant. Fundamental to our goal of strengthening environmental conservation is stewardship skills training and education. GBI is keenly aware of the valuable role that well-trained staff and volunteers play in maintaining the integrity of these lands.

The RTTP will significantly increase the level of skill for staff and volunteers in their roles in trail development, maintenance and management throughout the state. This effort will result in a cadre of well-trained volunteer trail stewards serving the entire region. We also believe that this program will enhance collaboration between agencies and local trail organizations.

The Great Basin Institute will support this effort in the following ways: providing funding as available, identifying locations where workshops can occur and promoting participation by staff, our network of trail advocacy groups and the general public. I hope that the Nevada Recreational Trails Program looks favorably on your funding request and I look forward to working with you as the Nevada Regional Trails Training Program is developed.

Sincerely,



Scott Scherbinski (he, him, his)
Conservation Corps Program Director
Great Basin Institute
16750 Mt. Rose Hwy
Reno, NV 89511
541-760-8347
sscherbinski@thegreatbasininstitute.org



November 1, 2021

Michael J Passo
American Trails
PO Box 491797
Redding, CA 96049-1797

Dear Mr. Passo:

November 1, 2021

The Biggest Little Trail Stewardship (BLTS) is happy to offer this letter as an indicator of our support for developing American Trails' Regional Trails Training Partnership (RTTP) in Nevada. The first series of classes had issues with inadequate promotion and short notice. These issues have improved. BLTS mission is to build, maintain and advocate for sustainable trails throughout the greater Reno area. Since becoming established in 2007 we have been fulfilling this mission by working closely with the USFS, Washoe County, City of Reno and the entire trail community. We are hope that the RTTP will have a positive impact on trails throughout the region by providing needed trail associated training.

BLTS is mainly a volunteer-based organization. Fundamental to our success are volunteers skilled in trail work and effective trail crew leaders. We hope that the RTTP will augment and support our need for trail skill training and program development. We hope it will boost our efforts to develop trail stewards in the community. As this program develops, we hope it will contribute to increasing our effectiveness in trail development and help decreasing the maintenance backlog on our trails.

Biggest Little Trail Stewardship looks forward to the opportunity to support American Trails in the implementation of the Regional Trails Training Program. We are committed to hosting workshops under our Volunteer Service Agreements with Land Managers and under our insurance and use of our tool cache. We will assist with and promoting attendance through our social media with the end result being a sustainable trail system for all residents to use and enjoy.

Sincerely,

Curtis Johnson
President



CARSON CITY, NEVADA
CONSOLIDATED MUNICIPALITY AND STATE CAPITOL

October 27, 2021

Nevada State Parks
Attn: Ms. Heather Giger
Park and Recreation Program Manager/State Trails Administrator
901 S Stewart Street
Carson City, Nevada 89701

Subject: Support for American Trails' grant application to support the Nevada Regional Trails Training Program

Dear Ms. Giger:

On behalf of the Carson City Parks, Recreation & Open Space Department, I am writing in support of American Trails' application for funding for the Nevada Regional Trails Training Program (RTTP). Our Department currently manages 8,000 acres of parks and open space, and Carson City has a growing network of trails to connect people with these places, as well as many more acres of federally managed public lands. We rely on volunteers to help our staff to maintain our trails and keep our parks and open space lands clean.

In the spring and fall of 2021 we were able to host both trail skills and program development workshops developed and delivered by American Trails and the RTTP. They were attended by our internal staff, other agencies and volunteers from organizations like Muscle Powered and the Biggest Little Trail Stewardship. It is critical for our continued success that we have well trained staff and volunteers to help us maintain our many assets. We strongly believe that the training that the RTTP provides is of a high quality and contributes to our continued success. Our Department is committed to planning, promoting and implementing workshops in 2022 and looks forward to continuing to partner with American Trails, other agencies and local volunteers to deliver trainings in the future.

Thank you for your consideration of this grant request. Please do not hesitate to contact me with any questions.

Regards,

Gregg Berggren
Trails Coordinator



Washoe County COMMUNITY SERVICES DEPARTMENT *Regional Parks & Open Space*

Nevada State Parks
Recreational Trail Program Grants
901 S Stewart Street
Carson City, Nevada 89701

Grant Review Committee:

It is my pleasure to express Washoe County Parks and Open Spaces support for the Regional Trail Training Program (RTTP) that American Trails is developing in Nevada. Our success as an organization is based in part on well trained staff and engaging volunteers to support the management of our Parks and Open Spaces. We believe that the RTTP American Trails has developed will contribute remarkably to developing and increasing the skills and abilities of our staff as well as the volunteer stewards that we work with.

In 2021, American Trails delivered several trail skills and program development workshops at Galena Creek and Rancho San Rafael Regional Parks. The content of these workshops included Trail: Planning, Design, Construction, Maintenance, Accessibility and Volunteer Program Development. Participants in these workshops was varied and included Parks Staff, Local/State Government Personnel, and several Non-Profit Advocacy Groups. The workshops were well organized, delivered and they included great content. Recently, we held a Trail Accessibility and Aggregate Surface trail construction workshop at Rancho San Rafael Regional Park. After a classroom review of guidelines for trail accessibility the class moved to a field location and engaged in the construction of an accessible aggregate surface trail. Washoe County staff that participated in the workshop then completed the trail construction project supervising volunteers at two subsequent volunteer events. We found this model of training and then engaging volunteers to be very effective and hope to replicate it in the future.

We look forward to working with American Trails in the future. Our expectation is to continue to host workshops that attract participants from the entire trail community, broaden the skill set of staff and establish more volunteer stewards.

Please feel free to reach out to me if you have any questions.

Regards

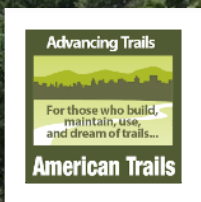


Bob Holland



Park Ranger 2 | Rancho San Rafael Regional Park

Rancho San Rafael Regional Park
1595 N. Sierra Street, Reno, Nevada 89503
Phone (775) 785-4512 x107 · Fax (775) 785-4707



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MAINTENANCE

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PLANNING

MANAGEMENT AND PROGRAM
DEVELOPMENT

Costs are kept low through funding provided by Nevada State Parks and the Recreational Trails Program

Online Workshops 8/10 - 9/8
Reno/Tahoe In-person Workshops 9/15 - 9/19
Reno/Tahoe In-person Workshops 9/29 - 10/3

For More Information Contact Kim Frederick
email: kim_frederick@chinookassociatesllc.com
cell: 303-718-0829



Nevada
Regional Trail Training
Program

Course Catalog
2021-2022

Introduction

The Regional Trail Training Program (RTTP) is a partnership between Nevada State Parks, American Trails, and Chinook Associates to provide a series of workshops that focus on stewardship skills and program development for trail organizations. The shared goal for implementing these workshops is to create a sustainable model for training trail stewards that ultimately results in increased stewardship efforts for current and future trails throughout Nevada.

The goal of the RTTP is to provide cost-effective support to the trail community in the region. This will be accomplished by:

1. Enhancing the skillset of agencies, organizations, and individuals that embrace stewardship of trails.
2. Increased opportunities for collaboration between agencies, organizations, and individuals that engage in management of trails and trail systems.

Catalog Content

This catalog contains descriptions for stewardship skills and program development workshops developed for the Nevada RTTP. Stewardship Skills (SS) workshops provide outcomes for participants to develop technical expertise in the identified topic. Program Development (PD) workshops provide operational examples and resources are beneficial to organization planning and processes. Workshops outlined in the Catalog can be customized to meet the needs of a particular site or organization.

Calendar information for each workshop includes dates, times, and location(s) is included with each course description.

Who Should Attend?

These workshops are appropriate for anyone wishing to broaden their knowledge and skill associated with trails, including agency personnel and volunteers. As a pre-requisite, participants should be physically capable of performing labor-intensive types of work in remote locations and have a basic knowledge of common tools used in trail construction and maintenance.

How to Register

Registration utilizes the third-party app Eventbrite. To register, click on the specific date for the workshop session you wish to attend on the calendar for that class. Any associated fee is collected at time of registration.

Interested in Hosting a Workshop?

A workshop Host is defined as the agency or organization responsible for management of the site where a workshop occurs. A Host can also be an individual or group that has support of the managing agency/organization to coordinate the event.

While responsibilities of a workshop Host are more specifically defined by the type of workshop, minimum commitment likely includes coordinating registration, identifying workshop location(s) and supporting instructors/participants on the day of the workshop. The ability of Hosts to support a workshop physically and fiscally is a consideration in the selection process. Content development and workshop delivery are provided by Chinook Associates.

If you are interested in serving as a Host, please contact Chinook Associates via [email](#) or by phone to discuss.

Thank You

We sincerely appreciate your interest in enhancing your trail stewardship skills or your existing trail program. If you have any difficulty registering, have questions about a workshop, or would like to be more involved in this process don't hesitate to [email](#) or call for more information.

Happy Trails,

Kim Frederick

Kim_Frederick@ChinookAssociatesLLC.com

303-718-0829



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Stewardship Skills



Introduction to Trail Planning

Introduction to the concepts and processes associated with effective trail planning. Participants will gain basic understanding of the components necessary to planning sustainable trails.

Content

- Master, Conceptual and Management Plans and how they differ
- Identifying and engaging stakeholders
- Elements of preliminary site research
- Different permit considerations

Learning Objective: To gain a basic understanding of concepts essential to the trail planning process.

Location: Online or In-Person

Duration: 1-4 hours

Introduction to Trail Planning Calendar			
Registration Link	Time	Description	Location
Tuesday, May 4, 2021	7 pm - 9 pm	Intro to Trail Planning	Online
Tuesday, May 4, 2021	3 pm - 5 pm	Intro to Trail Planning	Online
Tuesday, February 1, 2022	3 pm - 5 pm	Intro to Trail Planning	Online
Tuesday, February 8, 2022	7 pm - 9 pm	Intro to Trail Planning	Online



Introduction to Trail Planning, Design and Construction

This workshop introduces ideas and concepts associated with sustainable trail design.

Content

- Typical site elements and their influence on design and construction
- Applications of different types of infrastructure
- Barrier free design and accessibility
- Comparison of contracted, in-house, and volunteer construction techniques

Learning Objective: Participants will be able to recognize the influence of tread alignment and related infrastructure associated with sustainable trail design.

Location: Online or In-Person

Duration: 1-2 hours

Introduction to Trail Planning, Design and Construction Calendar			
Registration Link	Time	Description	Location
Tuesday, June 8, 2021	3 pm - 5 pm	Intro to Trail Planning, Design and Construction	Online
Tuesday, June 15, 2021	7 pm - 9 pm	Intro to Trail Planning, Design and Construction	Online
Monday, July 26, 2021	3 pm - 5 pm	Intro to Trail Planning, Design and Construction	Online
Tuesday, August 3, 2021	2 pm - 4 pm	Intro to Trail Planning, Design and Construction	Elko Area
Tuesday, August 3, 2021	6 pm - 8 pm	Intro to Trail Planning, Design and Construction	Elko Area
Friday, August 6, 2021	2 pm - 4 pm	Intro to Trail Planning, Design and Construction	Panaca Area
Friday, August 6, 2021	6 pm - 8 pm	Intro to Trail Planning, Design and Construction	Panaca Area
Tuesday, August 31, 2021	3 pm - 5 pm	Intro to Trail Planning, Design and Construction	Online
Tuesday, August 31, 2021	3 pm - 5 pm	Intro to Trail Planning, Design and Construction	Online
Tuesday, September 7, 2021	7 pm - 9 pm	Intro to Trail Planning, Design and Construction	Online
Friday, September 17, 2021	2 pm - 4 pm	Intro to Trail Planning, Design and Construction	Tahoe Area
Friday, September 17, 2021	6 pm - 8 pm	Intro to Trail Planning, Design and Construction	Tahoe Area



Trail Maintenance

This trail maintenance workshop will cover the applications of common structures as they relate to managing the surface flow of water on a trail tread and vegetation in the trail corridor. Participants will review the design, construction and maintenance of structures like: waterbars, grade dips, check dams and berm removal in managing the surface flow of water on a trail tread.

Content

- Applications of water management and erosion control structures
- Structure maintenance
- Worksite and tool safety
- Vegetation management

Learning Objective: As a result of the workshop, participants will better understand the dynamic impact of water on the trail tread surface and how these types of structures may impact the recreational experience.

Location: Online or In-Person

Duration: 2-8 hours in length

Trail Maintenance Calendar			
Registration Link	Time	Description	Location
Tuesday, May 18, 2021	2 pm - 4 pm	Trail Maintenance	Tahoe/Reno
Tuesday, May 18, 2021	6 pm - 8 pm	Trail Maintenance	Tahoe/Reno
Thursday, May 20, 2021	2 pm - 4 pm	Trail Maintenance	Tahoe/Reno
Thursday, May 20, 2021	6 pm - 8 pm	Trail Maintenance	Tahoe/Reno
Saturday, May 22, 2021	8 am - 5 pm	Trail Maintenance	Tahoe/Reno
Sunday, August 1, 2021	9 am - 4 pm	Trail Maintenance	Elko Area
Monday, August 2, 2021	2 pm - 4 pm	Trail Maintenance	Elko Area
Monday, August 2, 2021	6 pm - 8 pm	Trail Maintenance	Elko Area
Thursday, August 5, 2021	2 pm - 4 pm	Trail Maintenance	Panaca Area
Thursday, August 5, 2021	6 pm - 8 pm	Trail Maintenance	Panaca Area
Thursday, September 16, 2021	2 pm - 4 pm	Trail Maintenance	Tahoe/Reno
Thursday, September 16, 2021	6 pm - 8 pm	Trail Maintenance	Tahoe/Reno
Thursday, September 30, 2021	2 pm - 4 pm	Trail Maintenance	Tahoe/Reno
Thursday, September 30, 2021	6 pm - 8 pm	Trail Maintenance	Tahoe/Reno
Friday, February 25, 2022	2 pm - 4 pm	Trail Maintenance	Reno Area



Trail Construction

This workshop will cover techniques associated with natural surface trail construction. Participants will review corridor clearing and hand-built trail tread construction techniques. As appropriate special trail design elements such as turnpikes, aggregate surfacing, retaining walls and switchbacks will be included. Participants will be provided the opportunity to build a section of trail in a team environment. The workshop will include both lecture and hands-on learning opportunities.

Content

- Corridor clearing
- Tread construction
- Layout and construction of selected infrastructure
- Worksite and tool safety

Learning Objective: Participants will be able to demonstrate safe and productive techniques for trail construction.

Format: Online and In-Person

Duration: 2-8 hours in length

Trail Construction Calendar			
Registration Link	Time	Description	Location
Wednesday, May 19, 2021	2 pm - 4 pm	Trail Construction	Tahoe/Reno
Wednesday, May 19, 2021	6 pm - 8 pm	Trail Construction	Tahoe/Reno
Sunday, May 23, 2021	8 am -5 pm	Trail Construction	Tahoe/Reno
Sunday, August 8, 2021	9 am – 4 pm	Trail Construction	Panaca Area
Sunday, September 19, 2021	9 am – 4 pm	Trail Construction	Tahoe/Reno
Sunday, October 3, 2021	9 am – 4 pm	Trail Construction	Tahoe/Reno
Saturday, February 26, 2022	2 pm- 4 pm	Trail Construction	Tahoe/Reno



Trail Crew Leader Training Leadership Skills

This module is the first of two modules developed for of Crew Leadership. It introduces students to the role of a crew leader and desirable leadership qualities. Individuals will participate in interactive sessions that will include: Communication, Learning Styles, Conflict Resolution and Risk Management as they relate to trail crew dynamics. **This workshop is a prerequisite for the Trail Crew Leader Training (Field Skills).**

Content

- Crew Leader role
- Effective listening and communication
- Visual, auditory and kinesthetic learning styles
- Worksite and tool safety

Learning Objective: Participants will be able to identify the role of a crew leader, desirable leadership qualities to implement successful leadership skills.

Format: Online or In-Person

Duration: 2-4 hours in length

Trail Crew Leader Training (Leadership Skills) Calendar			
Registration Link	Time	Description	Location
Wednesday, June 9, 2021	7 pm - 9 pm	Crew Leader Training (Leadership Skills)	Online
Wednesday, June 16, 2021	3 pm - 5 pm	Crew Leader Training (Leadership Skills)	Online
Wednesday, July 7, 2021	7 pm - 9 pm	Crew Leader Training (Leadership Skills)	Online
Wednesday, July 14, 2021	7 pm - 9 pm	Crew Leader Training (Leadership Skills)	Online
Wednesday, July 21, 2021	3 pm - 5 pm	Crew Leader Training (Leadership Skills)	Online
Tuesday, July 27, 2021	7 pm - 9 pm	Crew Leader Training (Leadership Skills)	Online
Tuesday, August 17, 2021	3 pm - 5 pm	Crew Leader Training (Leadership Skills)	Online
Wednesday, September 1, 2021	7 pm - 9 pm	Crew Leader Training (Leadership Skills)	Online
Wednesday, September 8, 2021	3 pm - 5 pm	Crew Leader Training (Leadership Skills)	Online
Wednesday, September 15, 2021	6 pm - 8 pm	Crew Leader Training (Leadership Skills)	Carson City
Wednesday, September 29, 2021	6 pm - 8 pm	Crew Leader Training (Leadership Skills)	Reno
Wednesday, February 2, 2022	7 pm - 9 pm	Crew Leader Training (Leadership Skills)	Online
Wednesday, February 9, 2022	3 pm - 5 pm	Crew Leader Training (Leadership Skills)	Online



Trail Crew Leader Training Field Skills

The instructor will model techniques for worksite and personnel management and lead a review of leadership qualities. Participants will then be able to practice crew leading techniques with other students acting as crew members. Students will rotate through the roles of crew leader and crew member benefitting from the observation of multiple leadership styles. Worksite safety and efficient deployment of crew will be the focus.

Content

- Application of Crew Leader skills
- Workforce management
- Technical communication
- Worksite and tool safety

Learning Objective: Participants will develop skills in worksite and personnel management on a trail project to practice potential scenarios that can occur in the field.

Format: In-Person

Duration: 6-8 hours in length

Trail Crew Leader Training (Field Skills) Calendar			
Registration Link	Time	Description	Location
Friday, May 14, 2021	9 am -4 pm	Crew Leader Training (Field Skills)	Reno Area
Saturday, May 15, 2021	9 am -4 pm	Crew Leader Training (Field Skills)	Reno Area
Saturday, July 31, 2021	9 am -4 pm	Crew Leader Training (Field Skills)	Elko Area
Saturday, August 7, 2021	9 am -4 pm	Crew Leader Training (Field Skills)	Panaca Area
Saturday, September 18, 2021	9 am -4 pm	Crew Leader Training (Field Skills)	Carson City
Saturday, October 2, 2021	9 am -4 pm	Crew Leader Training (Field Skills)	Reno
Friday, February 18, 2022	9 am -4 pm	Crew Leader Training (Field Skills)	Las Vegas Area
Saturday, February 19, 2022	9 am -4 pm	Crew Leader Training (Field Skills)	Las Vegas Area



Program Development



Intro to Trail Maintenance Management

This course will provide an introduction to a variety of components associated with developing a Trail Maintenance Management Program. Focusing on the maintenance needs for typical trail infrastructure it will include: developing a trail inventory, condition assessments, inspection processes, establishing maintenance guidelines and creating workplans. Students will review a collection of document templates that will support development of a Trail Maintenance Management Program.

Content

- Elements of a trail inventory
- Condition assessments and trail inspections
- Developing maintenance guidelines
- Creating annual workplans

Learning Objective: Participants will be able to explain the elements associated with developing a Trail Maintenance Management Program.

Format: Online or In-Person

Duration: 1-2 hours in length

Intro to Trail Maintenance Management Calendar			
Registration Link	Time	Description	Location
Tuesday, July 6, 2021	3 pm - 5 pm	Intro to Trail Maintenance Management	Online
Tuesday, July 20, 2021	7 pm - 9 pm	Intro to Trail Maintenance Management	Online
Wednesday, August 18, 2021	7 pm - 9 pm	Intro to Trail Maintenance Management	Online
Tuesday, August 31, 2021	7 pm - 9 pm	Intro to Trail Maintenance Management	Online



Trail Maintenance Management Program Development

This workshop builds upon the Intro to Trail Maintenance Management. A discussion resulting in draft maintenance guidelines will occur. Students will develop elements of and complete a trail inventory. A trail inspection and a condition assessment of an existing trail will occur. Using different document templates individual projects and a workplan will be developed.

Content

- Elements of a trail inventory
- Condition assessments and trail inspections
- Developing maintenance guidelines
- Creating annual workplans

Learning Objective: Participants will create tools that support establishing a maintenance management plan for a trail or trail system.

Format: In-Person

Duration: 2-6 hours in length

Trail Maintenance Management Calendar			
Registration Link	Time	Description	Location
Thursday, May 20, 2021	8 am -Noon	Trail Maintenance Mgt. Program Development	Reno Area
Monday, August 2, 2021	8 am -Noon	Trail Maintenance Mgt. Program Development	Elko Area
Thursday, August 5, 2021	8 am -Noon	Trail Maintenance Mgt. Program Development	Panaca Area
Thursday, September 16, 2021	8 am -Noon	Trail Maintenance Mgt. Program Development	Carson City
Thursday, February 24, 2022	2 pm- 4 pm	Trail Maintenance Mgt Program Development	Reno Area



Volunteer Program Development

The following four programs are being bundled together and being delivered as one workshop called “Volunteer Program Development”. The workshop will include a discussion about operating a program. A review of processes and documents that support budget development, recruiting, training and management will occur.

Crew Leader Program

Implementation of this program results in trained crew leaders able to lead groups of individuals implementing trail projects.

Adopt-A-? Program

If you are considering developing an Adopt-A-Trail/Park/Facility program this workshop, will you provide you with the tools to create one.

Trail Ambassador

The purpose of the Trail Ambassador is to greet visitors and provide public relations along trails and at trailheads. The Trail Ambassador provides information, education, and friendly greetings to enhance the safety, knowledge and experience of trail visitors.

Trail Inspectors

A Trail Inspector supports trail management by completing physical inspections of a trail system. Information collected by the Trail Inspectors is utilized to identify trail conditions and supports determining trail maintenance activities.

Content

- Volunteer program development
- Budgets
- Recruiting
- Management

Learning Objective: Participants will be provided tools that support establishing each of these volunteer programs.

Format: Online or In-Person

Duration: 1-3 hours in length

Volunteer Program Development Calendar

Registration Link	Time	Description	Location
Tuesday, May 18, 2021	8 am - Noon	Volunteer Program Development	Reno Area
Tuesday, August 3, 2021	8 am - Noon	Volunteer Program Development	Elko Area
Friday, August 6, 2021	8 am - Noon	Volunteer Program Development	Panaca Area
Friday, September 17, 2021	8 am - Noon	Volunteer Program Development	Carson City
Thursday, September 30, 2021	8 am - Noon	Volunteer Program Development	Reno Area
Wednesday, February 23, 2022	2 pm- 4 pm	Volunteer Program Development	Reno Area

Workshops Under Development

The following workshops are in various stages of development. If you are interested in hosting a workshop that would include one of these workshops, please reach out to us at your convenience.

Stewardship Skills

- Conceptual Planning
- Trail Development Planning
- Maintenance Management Planning
- Visitor Use Planning
- Site Assessment
- Accessible Trail Design
- Structures
- Introduction to Trail Development
- Visitor Management
- Trail Condition Assessment
- Contracted Trail Development
- Cost Estimating
- Developing a Trail Inventory

Program Development

- Trail Use Management
- Undesignated Trail Management
- Visitor Census and Surveys
- Time Tracking Systems
- Trail Inventory
- Capital Improvement Plan
- Contracted Services
- Trail Advisory Councils
- Youth Corps Development
- Regional Trail Training Program
- Trail Patroller
- Data Collectors
- Photographers
- Stewards

...of all the paths you
choose in life...

...make sure a few of
them are dirt...



Regional Trail Training Program

Frequently Asked Questions

Developed by: American Trails and Chinook Associates

Thank you in advance for your interest in the Regional Trail Training Program (RTTP) that is being developed! We believe that this program will have a positive impact on the trails in your community and enhance efficient management of them. The following are answers to typical questions that we have encountered as it relates to the implementation of this effort. If you have any questions at all please feel free to reach out to us at the following contacts.

Happy Trails!

Kim Frederick, Principal

[Chinook Associates LLC](#)

Kim_Frederick@ChinookAssociatesLLC.com

303-718-0829

What will the content of the workshops include?

An online survey to establish trail training needs in the area is being conducted. If you would like to participate here is a link to it [Trail Training Needs Analysis](#)

The expectation is that there will be two different tracks associated with these workshops. A Skills Workshop track and a Program Development track. The following describes what these tracks are envisioned to include.

Skills Workshop

A skills workshop is one where the outcome results in the participants developing technical expertise on a particular topic. Examples might include topics like:

- A maintenance workshop might focus on sealing or re-decking a bridge/boardwalk, removing non-native vegetation in the trail corridor, replacing wayfinding signs or rebuilding/hardening a campsite.
- Trail construction workshops could include techniques for tread construction, building a stream ford, constructing a timber causeway or methods of erecting a dry stack rock wall.
- Topics for a design workshop could include creating a barrier free tread alignment, creating a sign/communication plan or identifying alignments for specific types of trail visitors e.g. x-country skiing, mountain biking, equine visitors.

Program Development Workshop

A program development workshop is one where the participants are presented with operational examples that would be beneficial to their organization. Examples might include topics like:

- A comprehensive review of volunteer programs that includes recruitment, training and management. Volunteer opportunities like Crew Leader, Park Adopters, Patrollers, Inspectors and Administrative Assistants will be covered.
- Visitor counts and management alternatives
- Trail Maintenance Management

Regional Trail Training Program

Frequently Asked Questions

Developed by: American Trails and Chinook Associates

Who will be in attendance at the workshops?

Content of the workshops will be developed so that they would be beneficial for agency/organization staff, volunteers and the general public to attend.

How are the workshops structured?

The number of workshops that could be developed will be determined by demand, funding and opportunities. Our initial thoughts are that there could be 4-6 Program Development workshops and 4-6 Skills workshops established.

Typically, the workshops are structured in a fairly informal way. The following describes some different time frames that could be considered.

- A 1-2 hour workshop could be scheduled for an evening, during the workday or on a weekend day pending the availability and type of the participants. Agency and organizational staff are typically more available during the day while volunteers tend to be more available of an evening or on the weekend.
- A 4-8 hour workshop would most likely occur on a weekday if the participants were agency or organizational staff and on a weekend day if it were directed towards volunteers as participants.
- A 2-day workshop (12-16 hours) could have a variety of scenarios. Consider the following for a Crew Leader Skills Workshop that targeted volunteers as Crew Leader Trainees:
 - The workshop content includes both “soft skills” e.g. leadership, crew safety and “technical skills” e.g. trail construction or maintenance techniques.
 - Soft skills could occur in evening sessions on a given weeknight say Tuesday and Thursday evenings from 7:00 pm to 9:00 pm (consider an early start time if a light meal like pizza was provided)
 - The technical skill component would occur then ideally on the following Saturday and be of a 6-8 hour duration. During this day long element each crew leader trainee would have an opportunity to step into the crew leader role managing his/her fellow students as crew members. This scenario needs to have a “project” associated with it like a trail construction or maintenance effort.
 - Alternatively, this same workshop could be delivered over a weekend with 6-8 hours on a Saturday followed by 6-8 hours on a Sunday.

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What does a good site for a workshop look like?

Program Development workshops are normally delivered in a typical classroom environment. Locations could include: local schools, agency/organization meeting rooms, pavilions/shelters, community halls, churches etc.

Skills workshops normally have a lecture component of some kind followed by an application of the lecture in some form of hands on or experiential learning opportunity in the field. If using a classroom environment as described above it should be in reasonable proximity to the field site.

If I were to host a workshop, what would my obligation look like?

A workshop host is anticipated to be the agency or organization that is responsible for the management of the site where the workshop would occur. A host could also be an individual or group that has the support of the managing agency/organization to coordinate the event.

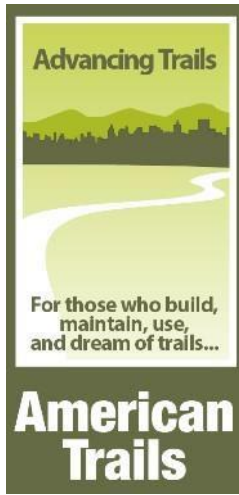
How will tools, equipment and materials be provided for workshops.

This will become clearer once we have a better sense of funding available. A Program Development workshop may have limited cost e.g. site costs and curriculum printing that could be absorbed by the workshop host. Cost for a Skills workshop e.g. tools, aggregate, timber, etc. could be absorbed by the workshop host or cost covered from some other means.

How will the RTTP be funded?

At this time, we are exploring all options for funding this effort including local philanthropic groups, grants, retail/business organizations and individual partners.

Our hope is that any cost for the participants in the workshops will be minimal or free. There is some consideration being given to charge a minimal fee to the participants to ensure their commitment to attending the workshop once they have registered to participate.



American Trails

Advancing trails for those who build, maintain, use, and dream of trails...

Trail Capacity Building Regional Training Concept

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PO Box 491797
Redding, CA 96049-1797
Phone (530) 605-4395
Fax (530) 867-9014
trailhead@americantrails.org
www.AmericanTrails.org

Introduction

In support of American Trails' vision of advancing the development of diverse, high-quality trails and greenways for the benefit of people and communities, we are looking for partners to support our efforts in establishing a Regional Trail Training Program (RTTP). Upon its implementation, the RTTP will benefit the Partner Trail Community with an increased ability to be stewards of the current and future recreational trails throughout their respective region or state. Our expectation at American Trails is to provide through skills and program development trainings and workshops a sustainable model for increasing the number of trail stewards in the community.

Purpose

Trails have been a part of humanity's social fabric since we began to walk and there is evidence that there will be nothing but an increase in the need for trail development and use into the future. Unfortunately, the fiscal support to effectively plan, develop and manage these trails is not adequate with respect to the demand that exists. Successful trail development and management is the result of collaboration from a wide range of stakeholders.

The goal of the RTTP is to provide cost effective support to the fiscal shortcomings of the trail community in the region. This will be accomplished by:

1. Enhancing the skill set of the Agencies, Organizations and Individuals that embrace the stewardship of the trails
2. Increasing the opportunity for collaboration between Agencies, Organizations and Individuals that embrace the stewardship of trails

Program Description

Partners in the development and delivery of the RTTP may include Federal, State and Local Government (Agencies), Non-Governmental Organizations (NGOs), Businesses, and the General Public. American Trails working, with its partners, will deliver training workshops at locations throughout the area. Participants in these workshops are anticipated to include Agency and NGO staff and the general public that is interested in volunteering. These workshops will reflect a variety of to be determined skills and are envisioned to include elements of:

- Trail Planning and Design
- Trail Construction
- Trail Maintenance Management
- Trail Based Recreation and Education
- Trail Crew Leadership
- Program/Organizational Development

Additionally, "Train the Trainer" workshops will be developed for specific skill topics and a "Cadre" of competent local trainers will be established to meet the future needs of the community.

Program Structure

Critical to the success of this effort will be a comprehensive planning process. During this process stakeholder, partners and participants will be identified. A training and program development needs assessment survey will be developed and delivered that will result identifying workshop content and objectives. Agencies and organizations with an interest in hosting workshops will be identified and a schedule for implementation will be developed. Likely, 2-4 pilot workshops will occur to illustrate their delivery and structure.

Subsequent to the above process will be the workshop implementation. Over an 8-12 month window the potential for 8-10 Skill, 3-4 Program Development and 2-3 Train the Trainer workshops seems probable. Duration of individual workshops would vary pending content but are expected to range in time from 2-3 hours (an afternoon) to 16 hours (2 days). The result of these workshops will be an estimated 125 individuals participating in the skills program development workshops and 10-12 participants in the "Train the Trainer" workshops.

Funding

Funding requirements for this effort have not yet been determined. The anticipated cost is expected to be between \$20k- \$40k for the planning process \$40k-\$60k for the implementation. Funding mechanisms are expected to include, grants, in-kind contributions and possibly some nominal fee for service for the individuals participating in the workshops. The sources of funding are projected to include Partners, Businesses and Local Philanthropic Interests.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael J. Passo", written in a cursive style.

Michael J Passo
Executive Director, American Trails