

**Nevada Recreational Trails Grant Application
FY2015**

FY 2015 Nevada Recreational Trails



Grant Application

APPLICATIONS DUE FRIDAY, FEBRUARY 27TH, 2015 BEFORE 5:00 PM PACIFIC STANDARD TIME,
STAMPED AS RECEIVED IN THE STATE OFFICE AT
901 S. STEWART STREET, SUITE 5005, CARSON CITY, NV 89701.
NO EMAILED OR FAXED VERSIONS ACCEPTED.

**PLEASE SUBMIT 3 FULL COLOR COPIES DOUBLE SIDED AND ONE ELECTRONIC COPY ON CD OR
FLASHDRIVE**
DO NOT ATTACH ITEMS NOT REQUIRED.

DUE TO THE LARGE NUMBER OF APPLICATIONS AND DEMAND FOR GRANT FUNDS
THIS YEAR, APPLICATIONS THAT ARE INCOMPLETE WILL NOT BE CONSIDERED FOR FUNDING.
Presentations and the committee meeting will be in Carson City this year, the first week of April.
Applicants will be contacted after March 1, 2015 with location.

THIS IS A REIMBURSEMENT PROGRAM; THE APPLICANT'S ORGANIZATION MUST HAVE
AUTHORIZED AND APPROPRIATED THE FINANCIAL RESOURCES TO PAY THE PROJECT COSTS
AS THEY ARE INCURRED AND SUBMIT FOR
QUARTERLY REIMBURSEMENTS. THERE ARE NO ADVANCE PAYMENTS.

You may type directly into this application if you wish.

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National Recreational Trails Program
CFDA 20.219

PROJECT NAME: _____
APPLICANT: _____

Section I - Applicant/Project Information

1. Project Number: _____ (for Nevada State Parks use only)

2. Name of Project:

3. Project Dates: Start: _____ Completion: _____

4. Grant Applicant TAX ID or EIN # _____

DUNS # _____ <http://www.dnb.com/get-a-duns-number.html>

5. Classification of Applicant: (check one)

Government: Federal State County Local/Municipal
Organization: Partnership Non-profit For Profit Individual Other:

6. Land Owner: _____

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

Public Land Private Land Combination, County, City,
 R&PP Copy of lease with expiration date. If other lease, attach copy.

8. Project Costs:

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

Grant Request: _____ %
Match Amount _____ %
Total Project Amount: _____ 100%

What are your sources of match?

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

9. Project Category (s)

- Educational
- Educational 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

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

- | | | |
|--|--|---|
| <input type="checkbox"/> Pedestrian (urban) | <input type="checkbox"/> Mountain Biking | <input type="checkbox"/> Hiking/Backpacking (rural) |
| <input type="checkbox"/> Equestrian | <input type="checkbox"/> ATV (quads, motorcycle) | <input type="checkbox"/> Snowshoe/cross country ski |
| <input type="checkbox"/> Snowmobiling | <input type="checkbox"/> Interpretation/maps/brochures | <input type="checkbox"/> ADA accessible |
| <input type="checkbox"/> Bicycle Path (must be in local and State Bicycle Plans) | <input type="checkbox"/> OHV Motorized | |

Other: _____

11. 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 _____

12. **Scope of Work** (200 words maximum – **describe exactly what the grant funds will pay for and what work will be completed, include miles of trail or other measurable goals**). Please be specific to the actual project being built, completed. **Project Latitude** and **Project Longitude**: The North latitude and West longitude, respectively, of this project's general center point.

Latitude:

Longitude:

Scope:

13. Project Location:

A. Congressional District(s) number (circle all that apply) 1 2 3 4

<http://desertbeacon.files.wordpress.com/2013/08/nevada-congressional-districts-2012.jpg>

B. County:

C. Municipality/Town/City:

14. 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

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- BLM Handbook 9114-1 Trails
- Manual on Uniform Traffic Control Devices
- Standard Highway Signs

OTHER: _____

15. **Federal Lands: All projects must have already met the requirements of the National Environmental Policy Act NEPA or a Categorical Exclusion (CE) been completed if the project is on Federal BLM, USFWS, USFS or other federal lands. Does this project have NEPA/CE complete and is it attached?**

Yes No

If the project is on Federal Lands and there is no NEPA/CE **already complete**, stop now and do not complete the application, it will not be eligible.

Not required for education grants unless you are disturbing ground/building a trail.

16. **Minor Projects on State or Private Land submitted by non-federal entities: If your project fits into this category please circle the items below which you believe applies to your project. Make sure your scope of work reflects your selection below. Please call or email State Parks Trail Administrator for assistance if you are not clear on this section.**

If your project clearly qualifies under one of the Categorical Exclusions below; NDSP will submit the application to SHPO and FHWA for funding authorization. A pre-inspection of the project may be required by NDSP State Trails Administrator and/or NDOT archaeologists, so please contact the administrator prior to submittal if you are not sure of your selection.

TRAILS PROJECTS CATEGORICAL EXCLUSIONS

25. Maintenance of existing trails, bicycle lanes and pedestrian walkways such as: debris removal, brush clearing, surface re-grading, drainage structures, and course design features within previously disturbed soils, unless on or adjacent to a historic property including:

- a. trail way surface replacement; rehabilitation, resurfacing, or reconstruction; overlays; laying down of crushed stone or gravel and pavement marking.
- b. shoulder treatments; pavement repair; seal coating; pavement grinding
- c. installation of new signals and other traffic control devices, landscaping, bike racks, fences, signage and/or kiosks, benches, trash cans, pit or vault toilets, and other amenities, excluding lighting.
- d. trail heads and trail accesses that do not involve rehabilitation or alteration of historic properties and occur within areas previously disturbed by vertical and horizontal construction activities.
- e. parking lots that occur within areas previously disturbed by vertical and horizontal construction activities when such activities when such do not take place adjacent to or within a historic property.
- f. Replacement in kind of minor structures and facilities (comfort stations, pit toilets, fences, kiosks, signs, displays) with little or no change in location, capacity, or appearance if they are not in or adjacent to historic properties.

26. Minor trail relocation or development of less than one mile on compatible trail networks using existing roads or other established routes that have been previously surveyed for cultural resources and are not within or adjacent to historic properties.

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

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18. If the project includes a bicycle **path**, is the project included in both local and state bicycle plans? (This does not apply to mt. biking.)

Yes, what plan? No Not Applicable and why: _____

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

No Yes

List total number of project funded, total funding received for all projects, total number of projects completed:

Projects: _____ Funding Received: \$ _____ Projects Completed: _____

Section II - Proposed Budget

NOTE: Please follow this format as much as possible; please 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. Please call for clarification. Do not add on extraneous match to gain points.

NEW! - INDIRECT COSTS

If the applicant has an **ICAP** (Indirect Cost Allocation Plan), they can claim “up to 7%” of the federal portion of the grant. Because there is an ICAP, the remaining amount can be claimed as match. The ICAP must be current and not expired, with the cognizant federal agency. The remaining ICAP % amount can be used as match.

If a grantee does not have an ICAP, they cannot claim 7% indirect costs. If a grantee wishes to develop an ICAP, they must submit one with this application to State Parks who will work with Federal Highways to accept ICAP proposals prior to grant award. If the applicant has no ICAP, no indirect costs can be reimbursed or used for match.

Please put as much of the budget on one page as possible.

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Applicant:

Project Name:

Item Description	Federal Grant	Federal Match	Non-Federal Match	Total
Design and Engineering Costs (Breakdown costs & purpose)				
Planning costs accrued 18 months prior to application, can be used as match (Breakdown costs & purpose)				
Direct labor costs <u>Salaries or actual costs</u>				
<u>Volunteer or donated labor</u> # hrs unskilled labor @\$15/hr = # hrs skilled labor @\$21.79 /hr =				
Purchase or rental of equipment Specify type of equipment – cost- # of days				
Construction or other Contract Attach a copy of estimate or identify what contract will include				
Purchase of Materials List items & cost of each item or group of items				
Vehicle Gas and Maintenance standard is now at .56 per mile.				
Other: be specific				
Other: be specific				
Totals				
Percentages				100%

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Note: required match is 20% for non-motorized and 5% for motorized. Federal dollars cannot exceed 95% of the project. Only eligible costs directly related to the project can be used as match.

Section III - Narrative (this is not a narrative of the project, it's the discussion points used to rate the project. Please do not repeat the scope here.

Address the following sixteen (16) questions or statements, in the order listed below. Be specific and concise with your answers. These are inclusive of the 2005 State Recreational Trails Plan Issues and are applicable to your project. **Please submit no more than five (5) double-sided pages for your Narrative.** You may type directly into this application.

Project Demand

1. Describe how the need for this project was determined and community support for the project was established.
2. Describe how the project has received, and will continue to receive, community support, support from adjoining jurisdictions and land management agencies including labor, services, materials, donations or dedications of land, monetary contributions, etc. **You may attach a maximum of 3 letters of support. They must be attached when submitted.**
3. Explain how agency cooperation will contribute to the completion of this project. List the cooperative agencies.

Project Use and Accessibility

4. Will the project be UTAP Certified upon completion? Yes No or other method of Universal Trails Access: _____
5. Explain how the project provides public access where public access did not previously exist, or how the project improves existing public access.
6. Identify and explain how the project will tie into, or provide linkages with, other trails, greenways, scenic corridors, natural, historical, cultural, or park/recreational areas.
7. Explain how the project provides or contributes to a multiple-use trail (pedestrian, equestrian, ATV, winter/summer use, bicycling, mountain biking, etc.) and multi-season trail use.
8. Define the level of ADA access provided on this trail (percentage ADA accessible). Define the trail surface, grade, cross slope; trail width, minimum clearance width, and obstacles. (NOTE: All trailheads and trailhead facilities must be ADA accessible.)

Project Planning and Design

9. Explain how the project is compatible with adjacent land uses and the physical setting of the area.
10. Explain how the project aids in the restoration, enhancement, conservation, and education of natural resources.
11. Describe any innovative design or maintenance techniques that will be applied to the project.

Project Development and Maintenance

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12. All RTP projects shall be open and accessible for the use and benefit of the general public and maintained as such for a minimum of twenty-five years (25). Explain how project maintenance will be managed to ensure trail sustainability throughout the life of the project and who will be responsible.
13. Explain how the matching funds will be acquired and the percentage of matching funds contributed to this project. (20% minimum matching required for all projects except motorized which is only 5%). All projects must have a minimum of 5% non-federal match.

14. Partner Organizations:

15. Are Youth/Service Corps Organizations being utilized? Identification of youth/service corps involved in project.

Youth/Service Corps Costs: The dollar amount of project funding allocated to use of youth/service corps:
\$

16. If the project involves any of the situations listed below, applicants must provide the following documentation:
 - a. The crossing of any public highway - Project applicants must include a statement or copies of letters certifying that the appropriate officials (having jurisdiction over the public road at the point where the trail crosses the road) have reviewed this project and approved of the proposed crossing.
 - b. The crossing of any railroad, gas line, power line, or other utility rights-of-way - Project applicants must include documentation certifying that appropriate officials from the Railroad Company and/or utility company have reviewed this project and that the proposed crossing meets their approval.
 - c. The crossing of any stream 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 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.
 - d. Building structure or providing a water supply - Local agency project 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 in this case. Federal and State agency applicants are to follow their normal procedures.
 - 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 providing water systems with their own source of supply serving any non-residential use must provide the appropriate permit from the county or state health official with jurisdiction.

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Section IV – Transmittal Letter

The appropriate agency head must sign the transmittal letter, Chairperson/President of the organization, or other authorized official. If this is a project on USFS, BLM or other public lands not owned by the applicant, there must be a letter of support by that agency's decision making officer, stating that they have read and agree to the application and any match or other tasks in the application that are assigned to them. There must also be in this letter the commitment to maintain the trail/facility for 25 years. The landowner will be contacted by State Parks prior to final acceptance of the application, and State Parks may request joint grant signatures if it is deemed necessary.

The letter must be on agency/organization letterhead and include:

- a) Verification that the project is in compliance with Section 1302 (e)(2)(c) of the National Recreational Trails Act that prohibits the use of grant funds to accommodate motorized use on trails that have been predominately used by non-motorized trail users and on which, as of May 1, 1991, motorized use is either prohibited or has not occurred.
- b) Verification by a federal agency (if applicable) that the construction of *new* trails crossing federal lands is in compliance with all applicable laws, including the National Environmental Policy Act (NEPA), the Forest and Rangeland Renewable Resources Planning Act and the Federal Land Policy and Management Act and Section 106 Consultation with the State Historic Preservation Office.
- c) If construction on any recreational trail on federally administered lands for motorized uses is proposed, certification that the lands have been allocated for uses other than wilderness by the approved agency resources management plan or have been released to uses other than wilderness by an Act of Congress, and that such construction is otherwise consistent with the management direction in approved land and resources management plan.

Section V - Contact Information/Authorized Signature

Contact Person:

Name:

Address:

City, State, Zip:

Phone:

Fax:

E-mail:

Authorized Signature

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

Signature of authorized official

Printed or typed name of authorized official

Title

Agency/Organization

Date

Section VI – Photos, Maps and Coordinates

ATTACH the following maps and photographs: (REQUIRED)

PLEASE USE A 15' OR 7.5 'QUADRANGLE MAP SHOWING: (GIS MAPS ARE ACCEPTABLE WITH LAT AND LONG ON THE MAP) **Project Latitude** and **Project Longitude**: The North latitude and West longitude, respectively, of this project's general center point.

Please include: Township, Section, Range. North Arrow and Scale, and project name labeled clearly. Also include a legend. If map uses color all copies must be in color. 11x 17 is the largest map requested please. No full size quads.

1. GENERAL PROJECT AREA MAP (showing a larger area such as county or state)
2. SITE SPECIFIC PROJECT SITE MAP
3. SPECIFIC TRAIL LOCATION OR FACILITIES LOCATIONS MAP
4. PHOTOGRAPHS: at a minimum TWO (2) BEFORE PHOTOS REPRESENTING THE PROJECT SITE SHOWING THE AMOUNT OF GROUND DISTURBANCE AND ANY SPECIAL FEATURES PERTINANT TO THE SITE OR PERMITTING.

IF POSSIBLE, PLEASE ATTACH CD WITH A SHAPEFILE OF YOUR SITE PLAN INCLUDING POINT DATA FOR FACILITIES AND LINE/SHAPEFILE OF YOUR PROJECTS TRAILS.

PLEASE FOLLOW ALL DIRECTIONS CAREFULLY!

1. Three (3) COPIES - DOUBLE SIDE ALL APPLICATIONS and ONE (1) electronic copy CD/flash drive. (CD/flashdrive will not be returned).
2. IF YOU USE COLOR ON MAPS MAKE SURE ALL COPIES ARE COLOR.
3. APPLICATIONS MUST BE COMPLETE AT SUBMITTAL, applicants may not use the State Parks Division office materials or copying machine to submit applications.
4. APPLICATIONS DUE FRIDAY, FEBRUARY 27TH, 2015 BEFORE 5:00 PM PACIFIC STANDARD TIME, STAMPED AS RECEIVED IN THE STATE OFFICE AT 901 S. STEWART STREET, SUITE 5005, CARSON CITY, NV 89701.