

# Application form



## NON-MOTORIZED TRAILS GRANT APPLICATION - CONSTRUCTION

### PROJECT BASICS

Title

Type

☐ Construction

☐ Planning

☐ Maintenance

☐ Support

Phased project

☐ Yes

☐ No

If yes, Phase #

of

Brief summary

Grant request

\$

Grant ratio<sup>1</sup>

%

Match

\$

Match ratio

%

Total

\$

Total

100 %

### APPLICANT

Type

☐ Local

☐ County

☐ Federal

☐ Tribal

☐ Recreation and Metro Districts

☐ Non-Profit

Organization

Postal address

City

State

CO

ZIP Code

General email

UEI #

Lead contact

Title

Telephone

Email

Project manager

Title

Telephone

Email

### PARTNER OR CO-SPONSOR

Organization

☐ N/A

Postal address

City

State

CO

ZIP Code

Contact name

Title

Telephone

Email

<sup>1</sup> Grant ratio = grant request / total. Match ratio = match / total.

**PROPERTY**

Nearest town or city	County
Latitude/Longitude	Congressional district
Name of property owner	
Trail Corridor controlled by	<input type="checkbox"/> Fee simple <input type="checkbox"/> Lease <input type="checkbox"/> Easement
	<input type="checkbox"/> License <input type="checkbox"/> ROW <input type="checkbox"/> Other:

**TRAIL**

Uses	<input type="checkbox"/> Hiking, walking, running <input type="checkbox"/> Biking <input type="checkbox"/> Equestrian
E-bikes allowed?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Snow sports (non-motorized) <input type="checkbox"/> ADA Accessible
<input type="checkbox"/> Other:	
Estimate percentage by type (e.g.,) 50% hiking, etc.	
Surface	<input type="checkbox"/> Natural <input type="checkbox"/> Crusher fines <input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete
<input type="checkbox"/> Other:	
Size of new trailhead (sq. ft.)	Length of trail being planned
Length of new trail construction <sup>2</sup>	Length of trail maintenance
Length of inter-connecting trail	Length of trail reroute
Length of decommissioned trail	Length of restored trail
Length of trail to be signed	Length of trail grooming
Other:	
Estimated amount of paid crew hours:	Grant         Match:

**ACKNOWLEDGEMENT**

On behalf of the applicant entity, I certify to the best of my knowledge that the information in this application is true and correct.

**Authorized Representative**

Signature	Date
Name	Title

<sup>2</sup> Length of trail – use miles, square feet, linear feet

# Timeline

NON-MOTORIZED TRAILS GRANT APPLICATION



## PROJECT DETAILS

Organization

Project title

TASK <small>Mobilization, staffing, construction or maintenance elements, planning phases, etc.</small>	Dates*	Dates	Dates	Dates	Dates	Dates	Dates
Administrative Close-out							

\*The timeline is an estimate of your project completion. Remember the project must be completed within 2.5 years of the award date. [Suggestion - use quarterly or multiple month time frames \[Q2/XX; Jun-Sept XX\]](#). Initial grant expiration date will be June 30<sup>th</sup> or December 31<sup>st</sup>, dependent upon assigned funding source.

# Criteria Questions



## NON-MOTORIZED TRAILS GRANT APPLICATION - CONSTRUCTION

---

Organization

---

Project title

---

### 1. PROJECT NEED

**15 points**

- A. Give a detailed description of the project, including information such as miles of new or resurfaced trails, any other trail components/structures, and the restoration/decommission of old reroutes.

- B. Describe the project's urgency and why it is being pursued at this time.

- C. Describe all existing trails/trail systems in the area and the need for additional trail reroutes to be constructed.
-

## 2. COMMUNITY BENEFIT

15 points

- A. Describe the community that will benefit from this project. Include relevant demographic and economic data.
- B. Outline any deficiencies or barriers to access that this project would address or improve for the abovementioned community.
- C. Estimate the number of people and/or types of user groups that will have access to recreational opportunities as a result of this project. Include methods for determining this estimate.

**10 points**

- A. Give a detailed description of who will oversee the design process and trail construction. Include who will build the trail (staff, volunteers, conservation corps, contractors, etc.)
- B. Outline any CPW State Trails funding received in the last five years and if the project(s) were completed on time, on budget and within scope. For applicants without prior State Trails funding, provide examples of similar grant funded projects. Include project title, year of award, grant amount, and grantor for each.

#### 4. PLANNING

10 points

A. Discuss the process that identified this construction project as a priority.

B. List all approved internal master or outdoor recreation plans and/or any external area, regional, or statewide plans this project supports.

---

## 5. MAINTENANCE AND SUSTAINABILITY

10 points

- A. Explain how the site will be maintained and monitored (maintenance plans, estimated cost, and future budgeting commitments, etc.) after construction.
- B. Describe the best management practices that will be used to construct the trail to ensure that the trail and its amenities will be sustainable.



## 6. WILDLIFE AND NATURAL RESOURCES

15 points

- A. Describe how potential impacts to wildlife and natural resources were evaluated during the project scoping phase (using 'Planning Trails with Wildlife in Mind', mapping tools, etc.). Include any positive impacts this work will showcase.
- B. Describe any wildlife and natural resources issues raised by CPW staff during the application consultation.
- C. Explain how potential wildlife and natural resource impacts will be avoided, minimized, and/or mitigated (trail realignment, seasonal closures (include dates), signage, gates, game cameras, etc.)

## 7. PUBLIC ENGAGEMENT & PARTNERSHIPS

15 points

A. Outline public engagement activities for this project (public meetings, comment periods, surveys, etc.)

B. Describe any partnerships that will ensure the project's success (public agencies, conservation or recreation groups, local businesses, etc.)

C. Describe how potential opposition to this project or its implementation will be identified, addressed and managed.

---

## 8. BUDGET AND FUNDING

10 points

- A. Describe the source of match for the project and when it will be secured. Include in-kind donations and partner contributions.
- B. Describe any consequences if this funding application is unsuccessful (loss of partner funds, staff capacity, expiration of surveys, etc.).

# Document checklist



NON-MOTORIZED TRAILS GRANT APPLICATION – CONSTRUCTION OR MAINTENANCE

## PROJECT DETAILS

Organization

Project title

## DOCUMENTS

### PRE-APPLICATION - SEPTEMBER

Document	Source	Submission format
<input type="checkbox"/> 1. Letter of Intent [Scope of work]	Applicant's own	PDF
<input type="checkbox"/> 2. Project map	Applicant's own	PDF

### FULL APPLICATION - OCTOBER

Document	Source	Submission format
<input type="checkbox"/> 3. Application	CPW template	PDF
<input type="checkbox"/> 4. Budget	CPW template	Unprotected Excel file
<input type="checkbox"/> 5. Photographs & maps	Applicant's own	Merged PDF (5 pages max)
<input type="checkbox"/> 6. Letters of support	Various	Merged PDF (5 letters max)
<input type="checkbox"/> 7. Resolution	Applicant's own	Signed PDF
<input type="checkbox"/> 8. Environmental forms	CPW Template	Signed PDF
<input type="checkbox"/> 9. Formal EA or NEPA*	Federal Template	Web link or PDF

## ADDITIONAL PROJECT INFORMATION

- ☐ 10. Required match funding secured (including cash match funds)
- ☐ 11. Construction projects have been evaluated for permits and, if required, permits obtained.
- ☐ 12. Project area is owned by a public land agency or has an easement that designates the area be open to the public for at least 25 years.
- ☐ 13. Conservation/Youth Corps or other organization will be used on the project.  
Name of organization:
- ☐ 14. Volunteers will be utilized on the project  
Name of organization:

\*Must be completed prior to application presentations in January.