



# Trails and Parks Grant Application

Office Use Only File #: MSTPF -

Date Submitted (yyyy/mm/dd):

**Project Title:**

Organization Name:

Contact Name: Street

Title:

Address:

City:

State:

Zip:

Phone:

E-mail:

Organization's Legal Officer:

Title:

Organization's Address:

City:

State:

Zip:

Phone:

E-mail:

**\* \* \* Project Summary \* \* \***

MSTPF Funds Requested:

Cash Match:

Total Project Costs:

In-Kind Match:

*(Do not enter these numbers, they will be carried forward from budget page)*

Application is for (check all that apply):

Trail improvement

New trail

Survey easements

Trailhead development

Trail amenities

Trail equipment

Connectors

Historic (e.g. Iditarod)

Planning Grant

New park/playground

Playground Equipment / Improvements

What is the goal of this project ?(Be brief, to be used as a description in popup window on map.)

Briefly describe this project:

**Print / Sign Name**

[Table of Contents / Check List– click on Part number to go to that section.](#)

Name your application file with your project name (Name.pdf) and any separate attachments as Name\_1.pdf for attachments for Part 1, Name\_2.pdf for Part 2, etc.

Be sure to fill out each part of this application and attach all the needed documentation as listed for each part.

To handle attachments either:

1. Include it as part of application .pdf with an indicator before each attachments for each Part (page with “Part x” on it, bookmark, or other identification)
2. Separate file named Name\_1.pdf, etc.

If combined .pdf or .zip file is very large, then consider submitting the attachments as a separate .zip file.

You do not need to attach permits at the time of application, but you must submit them before grant is awarded.

[Part 1: Eligibility Requirements](#)

- Permits, authorizations

[Part 2: General Project Information](#)

- Map or GPS track file, if needed for location information

[Part 3: Permitting Documents](#)

- Landowner authorizations
- Permits

[Part 4: Detailed Project Description](#)

- Detailed budget (their own spreadsheet)

## Part 1: Eligibility Requirements

Applicants must meet program eligibility requirements before being considered for funding. Applications that do not meet the eligibility requirements will be rejected.

1. If yes, identify the type of organization:

Non-profit Type (for example, 501(c)3)

Alaska Native Non-Profit Organization

Federally Recognized Tribe

Government Entity or Community Council

Religious Organization

Service organization

Tax/EIN identification number for 501(c)3:

2. Is proposed project part of an existing trails or parks plan? Yes No

Plan name: \_\_\_\_\_

Internet link to plan: \_\_\_\_\_

Page number: \_\_\_\_\_

3. Describe your organization's past project and grant performance. List the trails-related grants that you have received for other projects in the past. Include project title, grant project number, grant amount, grant awarding entity, award year, and partners (like contractors). Please select your most relevant projects. If you need to please add additional pages separately.

Project Name/Title	Grant #	Award Amount	Year	Partners
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**Part 2: General Project Information**

**Project location (at least one of following):**

To locate project on our map of funded projects, if awarded grant:  
<http://www.arcgis.com/apps/View/index.html?appid=7f4d3c1726964b1d8b2612c7e0ae5967>

Latitude: (e.g.: 62.147105) Longitude: (e.g.: -150.049423)  
 OR Location on map (attach map) Yes

**Note:** Your trail may have multiple uses that you are actively managing for. Select only those that the trail is intended for.

**Note:** Select all prohibited uses.

**Note:** A trail will only have **one** designed use. The design use is based on the most demanding use intended for the trail.

**Managed Use:**

**Prohibited Use:**

**Designed Use:**  
 (Select Only One)

<input type="checkbox"/>	Hiking/ walking	<input type="checkbox"/>	Hiking/ walking	<input type="checkbox"/>	Hiking/ walking
<input type="checkbox"/>	Dog walking	<input type="checkbox"/>	Dog walking	<input type="checkbox"/>	Dog walking
<input type="checkbox"/>	Running	<input type="checkbox"/>	Running	<input type="checkbox"/>	Running
<input type="checkbox"/>	Bicycling	<input type="checkbox"/>	Bicycling	<input type="checkbox"/>	Bicycling
<input type="checkbox"/>	Mtn bicycling	<input type="checkbox"/>	Mtn bicycling	<input type="checkbox"/>	Mtn bicycling
<input type="checkbox"/>	Equestrian	<input type="checkbox"/>	Equestrian	<input type="checkbox"/>	Equestrian
<input type="checkbox"/>	Dirt bike	<input type="checkbox"/>	Dirt bike	<input type="checkbox"/>	Dirt bike
<input type="checkbox"/>	ATV / Side-by-side	<input type="checkbox"/>	ATV / Side-by-side	<input type="checkbox"/>	ATV / Side-by-side
<input type="checkbox"/>	4WD vehicle, OHV	<input type="checkbox"/>	4WD vehicle, OHV	<input type="checkbox"/>	4WD vehicle, OHV
<input type="checkbox"/>	ADA accessible	<input type="checkbox"/>	ADA accessible	<input type="checkbox"/>	ADA accessible
<input type="checkbox"/>	Other land/park*	<input type="checkbox"/>	Other land/park*	<input type="checkbox"/>	Other land/park*
<input type="checkbox"/>	Cross-country skiing	<input type="checkbox"/>	Cross-country skiing	<input type="checkbox"/>	Cross-country skiing
<input type="checkbox"/>	Snowshoeing	<input type="checkbox"/>	Snowshoeing	<input type="checkbox"/>	Snowshoeing
<input type="checkbox"/>	Dog mushing	<input type="checkbox"/>	Dog mushing	<input type="checkbox"/>	Dog mushing
<input type="checkbox"/>	Snow machining	<input type="checkbox"/>	Snow machining	<input type="checkbox"/>	Snow machining
<input type="checkbox"/>	Other snow	<input type="checkbox"/>	Other snow	<input type="checkbox"/>	Other snow

**\* Note:** If this is a park or playground check "Other Land/Park"

Trail Type - What is the predominant trail surface and general mode of travel: (*Check only one*):

Standard Terra (A trail that has a surface consisting primarily of the ground.)

Snow / Winter Trail (A trail that is predominately snow/ice.)

Water (A trail that consists primarily of waterways.)

Trail Class: Enter code 1-5:

1 Primitive/Undeveloped      3 Developed/Improved      5 Fully developed  
 2 Simple/Minor development      4 Highly developed

Trail Width (approx):

Miles of trail included in this project:

Miles of inter-connecting trails benefiting from this project:

**Part 3: Permitting Documentation**

1. Please describe any required legal easements for the project if on private land. Please provide any public land project approval documentation. The ADL# for trail project must be included in this project:

2. Please attach landowner authorization for at least five years for winter trails projects.

Yes     Not needed

3. Please list all permits and authorizations that will be required for this project – both for legal access to property and environmental considerations. You will be expected to provide documents before grant is awarded.

**Part 4: Detailed Project Description**

1. Please provide a detailed narrative description of the project and plans for maintaining the project long term here. (must fit in box – about 500 words)

2. Describe how the project enhances connectivity within the Mat-Su area trails systems or otherwise fits MSTPF's goals:

3. Please provide both a summary and detailed budget (attach) for the project. The detailed budget must identify how category totals were calculated. For instance: 20 4"x4"x8' trail signposts @ \$15 each = \$300.

Match: Match may include cash match or in-kind. In-kind can include donated goods, services, and in-kind volunteer match. **Volunteer hourly rate maximum is \$27.80/hour.**

Item	MSTPF Grant Funds	In-Kind Match	Cash Match	Total Cost	Explanation
Contractors (include copies of bids or quotes)					
Organization Staff					
Supplies & Materials (Separate from contractors)					
Equipment					
Easement Survey					
Organization Travel					
Other					
<b>Totals:</b>					

**NOTE:** Total row will be carried forward to Page 1

You must fill in this page even if you submit a more detailed budget attachment.

4. Please provide a narrative description of project's funding and sponsor match.

5. Can you consider a phased approach with less funding? Please describe.



6. Describe why this project is important and needed. How does it provide for recreational opportunity or solve a recreational challenge? (must fit in box – about 500 words)

7. Provide a project completion timeline including: overall project start date and completion date, major project tasks with start and completion dates. Please note that the grant agreement will require regular project progress reports. Also, projects are expected to be completed within 18 months of award.

8. Please explain how you will promote this new or improved trail or park to the general public?

9. Reporting Requirements – Applicants will complete progress and final reports on a schedule appropriate to the project. Final grant report must include digital picture(s), GPS track for trails, and other details specified in report form that is provided by MTSPF. Part of this should be suitable for website. (See report form for details.)

The final documentation for trails should include a digital track (preferably .gpx or .shp) file suitable for adding to a trails map. Newer consumer-grade GPS units provide adequate accuracy for this purpose (but not for easements). The intention is that we can track progress on connectivity throughout the Mat-Su Area.

Thank you for your interest in enhancing trails in the Mat-Su Area.