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## The National Forest System Trail Stewardship Partnership Funding Program Application

The National Forest System Trail Stewardship Grant Program is intended to engage volunteers from trail and stewardship groups across America to increase the current level of trail maintenance accomplishment and decrease the trail deferred maintenance backlog on the National Forests. This is a collaborative project of the Forest Service, the National Wilderness Stewardship Alliance, American Trails, American Hiking Society, the Back Country Horsemen of America, the International Mountain Bicycling Association, the Blue Ribbon Coalition, and the American Motorcyclist Association.

### How to Apply:

**DUE: April 15<sup>th</sup>, 2018**

Mail completed Applications to: [TrailGrants@wildernessalliance.org](mailto:TrailGrants@wildernessalliance.org)

Information requests and questions may be addressed to: [randy@wildernessalliance.org](mailto:randy@wildernessalliance.org)

### Organization Contact Information:

|   |  |
|---|--|
| Organization Name:                                    |  |
| Contact Person:                                       |  |
| Contact Phone:  |  |
| Contact Email:  |  |
| Organization Website:                                 |  |
| Organization Mailing Address for Reimbursement Checks |  |

### Organization Information:

|                   |  |
|-------------------|--|
| Amount Requested: |  |
| EIN Number:       |  |
| Annual Budget:    |  |
| # of Employees:   |  |

### Project Proposal Summary Information:

|   |  |
|---|--|
| Amount Requested:   |  |
| National Forest(s) where work will occur:                     |  |
| Approximate number of volunteers and/or staff to be involved: |  |

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|   |  |
|---|--|
| General description of project proposal, including specific trail mileage to be maintained: |  |
| Proposed Accomplishment:<br>Trail Miles Maintained<br>Deferred Backlog Eliminated           |  |

**Project/Program Details:**

*Describe your organization's overall trail and/or stewardship program, including number of volunteers or staff and trips per year, the areas worked in, examples of work completed, and the partners and agencies you work with. (1 page max)*

*Describe the volunteer or staff project(s) this grant would support, including the National Forest, the specific trails or locations that would be affected (include the miles of trail maintained or deferred maintenance backlog reduced) and the number of expected volunteers and or staff. (1 page max)*

*Describe the overall benefit of this proposal. How does this project improve the National Forest Trail System: include a description of why it is important to maintain these trails, why elimination of this deferred maintenance matters in this location, how this work will benefit the public? (1/2 page max)*

**Forest Service Coordination:**

*Describe coordination with the local Ranger District and/or Forest. (Include a letter of support from local Forest Service Ranger District or Forest Supervisor for this project. A letter from the District Ranger is preferred.)*

**Timeline:**

*Describe the timeline for completion of the project. Preference is to complete projects by December 31<sup>st</sup> 2018.*

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**Budget Narrative:**

Complete and attach the Budget Narrative document which describes the cost components, assumptions, and amounts for each project cost category. See Attachment A

Complete and attach the Budget Excel Worksheet. List summary information by category below.

| Category              | Major Cost Components | Amounts |
|-----------------------|-----------------------|---------|
| Salaries              |                       |         |
| Fringe Benefits       |                       |         |
| Travel/Transportation |                       |         |
| Equipment             |                       |         |
| Materials/Supplies    |                       |         |
| Contractual           |                       |         |
| Training              |                       |         |
| Other *               |                       |         |
| <b>TOTAL:</b>         |                       |         |

\* May include up to a 10% indirect cost of project to cover organization administrative costs.

**Financial Match Information:**

Describe the cash and in-kind match source(s) for this grant (ie, private donations, corporate funds, membership, volunteer hours, etc.)

Additional information may be added in Attachment A.

| Match Source                  | Cash \$ Amount Value | In-Kind \$ Match Value |
|-------------------------------|----------------------|------------------------|
|                               |                      |                        |
|                               |                      |                        |
| Volunteers (@ 23.56 per hour) |                      |                        |
|                               |                      |                        |
|                               |                      |                        |
|                               |                      |                        |
| <b>Totals:</b>                |                      |                        |



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NATIONAL WILDERNESS  
STEWARDSHIP  
ALLIANCE

American Trails  
For those who build, maintain, use, and dream of trails...



American Hiking Society  
BCHA®  
Back Country Horsemen of America



## Attachment A Budget Narrative

**Project Name:**  
**Organization:**

**Personnel**  
(Describe types of positions, wage rates or stipends, and length of service)

**Fringe Benefits**  
(Describe allowances for employee benefits, including any housing or food allowances)

**Travel/Transportation**  
(Describe vehicle costs, including mileage rates and allowances. Describe any travel costs, including reimbursement for meals and incidentals. Describe any allowances for field per diem)

**Equipment**  
(Describe any costs for equipment purchased to complete this project)

**Materials/Supplies**  
(Describe any supplies purchased for the project, including consumables for volunteers, project materials, and other items needed to complete the project.)

**Contractual**  
(Describe any contracts necessary to complete the project.)

**Training**  
(Describe any training costs associated with completing this project)

**Other**  
(Describe any other unique costs to the project, like printing, leases, or rents. Organizations are allowed to include up to a 10% indirect charge in the total cost of the proposal.)



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## **Matching Funds Financial Information Narrative**

Describe the nature and type of matching funds and cash equivalents.

### **Partner Non-federal Cash Funds**

(Describe cash funds to be contributed by the organization)

### **Partner Cash Equivalent Contributed Funding**

(Describe cash equivalent funding that the organization will provide such as existing staff time, equipment, materials or supplies, not paid for by this grant)

### **Partner In-kind Contributions**

(Describe volunteer hours, and other items donated from other sources for this project)

### **Other Federal Funds**

(Describe any other federal funds to be applied to this project)