

NEVADA OFF-HIGHWAY VEHICLES PROGRAM

2020 GRANT APPLICATION PAGE 1

Nevada Commission on Off-Highway Vehicles

Nevada Department of Conservation and Natural Resources

This application has FIVE sections which are all REQUIRED to be filled out in full. To avoid disqualification, all application areas must be concise and complete; certifications must be signed and dated. Denied applications: correspondence will be sent to applicant by email describing the reason for declaring the application incomplete.

SECTION I - PROJECT AND APPLICANT INFORMATION

1. **Project Name:** **Regional Trails Training Program**
2. **Project Dates:** *Expected Start:* **January 1, 2020** *Expected Completion:* **December 31, 2020**
3. **Applicant Name:** **American Trails**

Mailing address: **PO Box 491797, Redding, CA 96049-1797**

Phone: **530-605-4395**

Email: **mikepasso@americantrails.org**

4. **Classification of Applicant:** *(check one)*

Federal State County Local/Municipal Other: _____
 Partnership Non-profit for Profit Individual

If the applicant is a corporate or legal entity, proof of good standing in the entity's state of incorporation is required. NAC 490.1345 (Note: grantees must have the capacity to implement and accomplish proposed project and properly administer awarded funds).



Applicant Signature
(Chairperson/President/Authorized Official)

November 12, 2019
Date

5. Project Manager: Michael J Passo, Executive Director

Mailing address: PO Box 491797, Redding, CA 96049-1797

Phone: 530-645-9683

Email: mikepasso@americantrails.org

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

Federally managed public land Private Land County City

Other: **N/A, the location of the training workshops has not yet been determined.**

Lease; Attach copy of lease with expiration date.

R&PP; Attach copy of lease with expiration date.

If the proposed project is to be carried out on public land, attach any applicable written agreement with any government entity having jurisdiction over that land, including permits, leases, easements, and rights-of-way. NAC 490.135

7. Landowner: Unknown at this time, we expect to communicate this information upon determination of where the trainings will occur.

Mailing address: _____

Phone: _____

Email: _____

8. THE LANDOWNER MUST PROVIDE A LETTER STATING THAT:

(See example Appendix B)

- a) Landowner has read the Request for Grant Application package;
- b) Landowner agrees with the application and the terms of the grant;
- c) Landowner holds an interest in the subject land that is sufficient in scope and authority to allow the applicant to complete the proposed project and operate and maintain the proposed project after its completion;
- d) Landowner is legally committing to maintain the trail/facility and will allow public motorized access to such trail/facilities for 25 years or the normal life of the project; and
- e) Landowner agrees to provide any match or other tasks in the application that are assigned to Landowner.

The State may require the landowner/agency to be co-grantee on the grant agreement/contract.

9. Project Costs: (Please do not submit match not directly related to the project)

State OHV Grant Request: \$25,120
Other Funds: \$6,857.50
Total Project Amount \$31,977.50 100%

What are the sources or Partners for your leveraged (other) funds?

Federal Private In-kind City/County Other

Kim Frederick, owner of Chinook Consulting, has volunteered his time to get this program up and running. We value Mike and Kim’s volunteer hours at \$25.43 per hour and anticipate those hours to total 100 at an estimated value of \$2543. Mike and Kim will be spending this time planning trainings, organizing materials, and developing partnerships. Additionally, we are anticipating a minimum of 150 hours of volunteer participation at the training workshops with an estimated value of \$3814.50. And finally, we estimate \$500 worth of project materials provided by the host agencies of the workshop projects.

Please *describe* additional funding source(s):

10. LETTERS OF SUPPORT FROM PARTNERS are required:

- a) Confirming they agree to the terms of the grant; and
- b) That they are committed to providing match/cash or other tasks in the application that are assigned to them.

Other letters of support are limited to three (3). Please attach them to the application.

11. Project Type(s) (NRS 490.069 Sec.2c) check all that apply:

- Studies or planning for trails and facilities;
 - Environmental Assessments and Environmental Impact Studies.
 - Other studies _____
- Acquisition of land for trails and facilities
- Mapping and signing of trails and facilities
- Reconstruction, enhancement or maintenance of existing trails and facilities
- Construction of new trails and facilities

- Restoration of areas that have been damaged by the use of off-highway vehicles.
- The construction of trail features, trailheads, parking, or other ancillary facilities which minimize impacts to environmentally sensitive areas or important wildlife habitat areas.
- Safety training and education related to the use of off highway vehicles and registration
- Compliance and enforcement (See Appendix C, Enforcement Strategy example)

Note: Operations & management, and purchase or lease of equipment associated directly with a project are eligible.

12. All Trail USERS: *(check all that apply)*

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Mountain Biking | <input checked="" type="checkbox"/> Hiking/Backpacking | <input checked="" type="checkbox"/> Equestrian |
| <input checked="" type="checkbox"/> Single track motorcycle | □ Snowmobiling | □ Snowshoe/ski |
| <input checked="" type="checkbox"/> ATV quads | <input checked="" type="checkbox"/> Dune buggy | <input checked="" type="checkbox"/> UTV Side by side |
| □ Race Course | □ Skills riding course | |

American Trails is a national, nonprofit organization with a 30+ year history of working on behalf of all trail interests, including hiking, bicycling, mountain biking, horseback riding, water trails, snowshoeing, cross-country skiing, trail motorcycling, ATVs, snowmobiling and four-wheeling. Our success has its basis in clear communication and embracing an atmosphere of respect with everyone we work with.

13. Scope of Work: Please describe *exactly* what work will be completed. Programs, planning, NEPA, surveys, mapping, include miles of trail, trail type and other quantitative goals including a timeline for completing the work. NAC 490.1375. If purchase of equipment is included, please explain where/how it will be housed and maintained. (In order to avoid duplication, **do not include** justification or narrative in this section; refer to Section V, Scoring Narrative).

In the spring of 2021, American Trails is partnering with the communities around the Reno/Tahoe area to host the 24th International Trails Symposium (ITS) in partnership with the National Outdoor Recreation Conference (NORC) at the Nugget in Sparks, NV. As a key part of this event, we are seeking partners in establishing a Regional Trail Training Program (RTTP). Upon its implementation, the RTTP will benefit the greater Reno/Tahoe OHV trail community with an increased stewardship capacity in support of current and future recreational trails, as well as sustainably built and maintained trail projects, throughout the region.

Our plan is to provide sustainable, cost effective support of the OHV trail community in the region. This will be accomplished by enhancing the skill set of and increasing the opportunity for collaboration between the Agencies, Organizations and Individuals that embrace the stewardship of multi-use and OHV trails.

Participants in the RTTP are anticipated to include Agency staff, NGO staff, youth and conservation corps members, and the general public interested in volunteering. Based on a survey of the trail stewardship needs in the Reno/Tahoe area, these workshops will reflect a variety of skills and are envisioned to include elements of Multi-use Trail Conflicts, Trail Planning and Design, Trail Construction, Trail Maintenance Management, Trail Based Recreation and Education, Trail Crew Leadership, and 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.

Between now and ITS in 2021, it is envisioned that this funding will accomplish the planning needed and begin to provide support for 8-10 Skills Based Workshops, 3-4 Program Development Workshops and 2-3 Train the Trainer workshops leading up to and including the ITS. In this FY 2020 funding request, we anticipate the provision of 2-4 introductory workshops. The results of these workshops will be an estimated 15-40 individuals participating in up to two skills based workshop and 12-30 individuals from our partner agencies participating in up to two program development workshop. Ultimately, this program will train 150+ individuals through FY2021.

Anticipated Timeline:

- Identify regional partners, January 15, 2020
- Survey regional stewardship training needs, January-February, 2020
- Develop workshop schedule and content, March 15, 2020
- Establish workshop locations with partners, May 15, 2020
- Deliver 2-4 initial Steward and Program Development Workshops, August 1, 2020 – September 30, 2020

14. Standards/Guidelines that will be applied to your project:

- Universal Access to Outdoor Recreation - A Design Guide
- USFS Standard Specifications for Construction & Maintenance of Trails
- BLM Handbook 9114-1 Trails
- NOHVCC Handbooks
- Other: **Great Trails Handbook**

15. Has the applicant received funding from the OHV Program in the past?

- No Yes

SECTION II – LOCATION, MAPS, PHOTOS

Project Location: Multiple

County: **Washoe, Storey, Lyon, Douglas, and Carson City**

Nearest Municipality/Town/City: **Reno, Sparks**

Center of project: Latitude: _____ Longitude: _____ \

If the shape-files for the trail system are available, please submit them in the e-file. The shape-files of the trail will be required at project end. Program will assist in the collection of the data if needed.

**MAPS ARE A VERY IMPORTANT PART OF THE APPLICATION. THEY ARE
REQUIRED AND CONSIDERED PART OF THE FINAL AGREEMENT IF FUNDED.
PLEASE PROVIDE READABLE, PROFICIENT MAPS.**

Required Maps: for all maps please include a legend, north arrow, scale, and map name.

Topographic maps preferred. You may include *additional* aerial/google maps.

- General location map (showing project area within the state or county)
- Topographic map (7.5 minute series quadrangle, 1:24,000 scale) with project boundary and map name Township: _____ Range: _____ Sections _____
- Detail map indicating specific project elements (e.g., structures, trail alignment)
 - Maps larger than 11x17 will not be accepted

We have not yet identified the locations where these trainings will occur. Upon identification of the training locations we will then be able to provide any maps that are requested.

Please attach the following photographs:

- At least two (2) overviews of the project area from different angles and distances.
(Good photographs at trail level and google aerials help the scoring committee to understand the location, depth and breadth of your project.)*

We have not yet identified the locations where these trainings will occur. Upon identification of the training locations we will then be able to provide any photos that are requested.

SECTION III - Federal Lands or Other

Federal Environmental Compliance

A. If Federal funds or Land are a part of the project and NEPA was completed, indicate which document was produced, and **please attach the decision document to this application:**

- Record of Decision (ROD)
- Finding of No Significant Impact (FONSI)
- Categorical Exclusion (CX)
- SHPO 106 compliance/concurrence letter.
- Other compliance documents already completed. (do not attached the EA or EIS)
- Not applicable - **Any ground disturbance that occurs as a result of a RTTP trainings will occur within the scope of an approved project where the property owner will have satisfied in Federal, State or Local environmental compliance issues**

If NEPA or planning is a part of the project describe the steps in the Scope Section I, #13.

SECTION IV - BUDGET

<u>Item Description</u>					<u>Federal Grant</u>	<u>Federal Match</u>	<u>Non-Federal Match</u>	
Design & Engineering Costs	# of Units	Unit Type	Unit Cost	unit subtotal				subtotal
n/a	0		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>subtotal</i>				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Planning Costs for Match								
Kim Frederick — survey development, research of regional resources and contacts, and program material development.	50	hours	\$25.43	\$1,271.50	\$0.00	\$0.00	\$1,271.50	\$1,271.50
Michael Passo — survey development, research of regional resources and contacts, and program material development.	50	hours	\$25.43	\$1,271.50	\$0.00	\$0.00	\$1,271.50	\$1,271.50
<i>subtotal</i>				\$2,543.00	\$0.00	\$0.00	\$2,543.00	\$2,543.00
Direct Labor (Salaries or Actual)								
Michael Passo	150	hours	\$50.00	\$7,500.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00
Kim Frederick	250	hours	\$50.00	\$12,500.00	\$12,500.00	\$0.00	\$0.00	\$12,500.00
<i>subtotal</i>				\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00
Labor (Volunteer or Donated)								
Volunteer labor on trail projects — estimating 3 hours of volunteer hours maintaining local trails for at least 50 workshop participants.	150	hours	\$25.43	\$3,814.50	\$0.00	\$0.00	\$3,814.50	\$3,814.50
<i>subtotal</i>				\$3,814.50	\$0.00	\$0.00	\$3,814.50	\$3,814.50
Equipment Purchase/Rent/Lease								
Tools and Equipment (picks, rakes and shovels as needed. Anticipate most equipment covered by host agency.)	1		\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00
Personal Protection Equipment (hard hats, safety glasses, gloves, ear protection)	20	person	\$16.00	\$320.00	\$320.00	\$0.00	\$0.00	\$320.00
<i>subtotal</i>				\$820.00	\$820.00	\$0.00	\$0.00	\$820.00
Contracts (attach estimate/description)								
n/a	0		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>subtotal</i>				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Materials								
Project Materials (aggregate, lumber, nuts and bolts, paint) estimated based on likely projects.	2	workshop	\$500.00	\$1,000.00	\$500.00	\$0.00	\$500.00	\$1,000.00
<i>subtotal</i>				\$1,000.00	\$500.00	\$0.00	\$500.00	\$1,000.00
Fuel & Maintenance (2018 = .545/mile)								
n/a	0		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<i>subtotal</i>				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Expenses (admin, ICAP, etc.)								
Marketing and Promotion	1		\$250.00	\$250.00	\$250.00	\$0.00	\$0.00	\$250.00
Workshop documents	2	workshop	\$125.00	\$250.00	\$250.00	\$0.00	\$0.00	\$250.00
Instructor Travel, Lodging, Meals (per workshop)	2	workshop	\$1,400.00	\$2,800.00	\$2,800.00	\$0.00	\$0.00	\$2,800.00
Participant expense (welcome bag, food, transportation)	2	workshop	\$250.00	\$500.00	\$500.00	\$0.00	\$0.00	\$500.00
<i>subtotal</i>				\$3,800.00	\$3,800.00	\$0.00	\$0.00	\$3,800.00
TOTAL					\$25,120.00	\$0.00	\$6,857.50	\$31,977.50
PERCENTAGE					79%	0%	21%	100%

SECTION V – PRIORITIES AND SCORING NARRATIVE

1. Law Enforcement Strategy that addresses registration enforcement, including Public Education & Outreach aimed at increasing renewals and new registrations:

While this proposed program does not directly support developing law enforcement strategy or place direct priority on increasing registrations and renewals, it does significantly increase public education and outreach about sustainable motorized and non motorized trail maintenance. Through these efforts, we hope that there will be a commensurate increase in registrations, land management interest in developing greater OHV access, and increased volunteer opportunities for the regional OHV community.

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. The volunteerism rates in NV are only 24.4% (ranking it 49th among all states) as identified in a report created by the Corporation for National and Community Service.

2. Enhancement or Maintenance of existing trails and facilities:

This proposed program is intended to augment the need for OHV trail management, and volunteer program development. It will support improved staff and volunteer skills for all types of trails and trail users, including motorized. Funding to manage the trail system is considered insufficient to maintain the investment in trail development. These workshops will be embedded in maintenance and construction projects, reducing the backlog of work while providing much needed skills and management training. Responses to past RTTP Training Needs Surveys indicate 100% support, and over 70% of respondents were interested in actively participating in the proposed training program. Trails in and around Reno, NV support the needs of OHV users, hikers, cyclists, equestrians and other motorized trail users year around. This program will raise the profile of trails and trail volunteerism throughout the State and increase collaboration between agencies and trail organizations.

The training and deferred maintenance needs were identified as result of conversations with staff from the Bureau of Land Management (BLM), Nevada Division of State Parks, Washoe County, and the Carson Valley Trail Association. The workshops will include skills-based topics, as well as program development topics. These topics were informed by over 40 years of training experience of Chinook Associates, and the results of the National Trail Training Partnership Training Survey (2011) conducted by American Trails.

Determining content for these efforts will result from surveys and input from the local OHV trail community through a Trail Needs Survey. Trail skill training content is likely to include technical trail design, building, and maintenance topics, and will include classroom lecture followed by hands on field application. The program development workshops are likely to include volunteer program development, crew leader training, asset management, and train the trainer modules. These workshops are anticipated to be 2-4 hours and length and occur in a typical classroom environment with lecture and interactive dialogue. Working with agency/organizational personnel, curriculum topics will be identified and workshop locations will be determined. Marketing will occur that targets both agency staff and the general public.

3. Training:

Participants in the RTTP are anticipated to include Agency staff, NGO staff, youth and conservation corps members, and the general public interested in volunteering on OHV trails. Based on a survey of the trail stewardship needs in the Reno/Tahoe area, these workshops will reflect a variety of skills and are envisioned to include elements of:

- Multi-use Trail Conflicts
- Trail Planning and Design
- Trail Construction
- Trail Maintenance Management
- Trail Crew Leadership
- Safety and Rider Ethics
- Program/Organizational Development

Additionally, “Train the Trainer” workshops will be developed for specific trail maintenance and management skill topics and a cadre of competent local trainers will be established to meet the future needs of the community.

It is envisioned that this funding will provide support for the planning of 8-10 Skills Based Workshops, 3-4 Program Development Workshops and 2-3 Train the Trainer workshops leading up to and including the ITS in 2021. We also anticipate 2-4 introductory workshops held as a part of this FY 2020 funding request. The results of these workshops will be an estimated 15-40 individuals participating in up to two skills based workshop and 12-30 individuals from identified partner agencies participating in up to two program development workshop. Ultimately, this program will train 150+ individuals through FY2021.

4. Trail mapping and signing of existing trails and facilities:

We have not yet identified the locations where these trainings will occur. This will occur in coordination with agency and organizational partners. Upon identification of the training locations and completion of the workshops, we will then be able to provide

mapping that shows the results of any rerouting, maintenance, or new construction generated through the workshop.

5. Connectivity/Loops:

The Regional Trails Training Program is intended to build the stewardship capacity of Federal, State, local, and private agencies, as well as maintain and sustain the trails that form the connections between other trails, facilities, and locations. The persistent trail maintenance backlog is having consistent and significant impact on the ability of constituents to access public lands. Through increased focus on the OHV trails that exist in the Reno/Tahoe region, this program can help to connect these trail systems to diverse trails throughout the region. This will increase both connections and understanding of the different trails in the region, and will build the public interest in making critical connections that do not already exist.

6. Planning, Environmental Studies, Conservation:

At the sunset of this initial series of trainings it is anticipated that up to 60 individuals will have participated in a variety of trail planning, construction and management classes. It is anticipated that these individuals will then apply the concepts and practices learned to other trails and trail systems resulting in a reduction of trail surface erosion and disruption of natural sheet flow of water across trails, directly improving water quality.

The curriculum that is associated with closing and reclaiming social trails will have direct impact on habitat quality through the reduction of landscape fragmentation. Trainings associated with managing vegetation associated with trail development will reduce the amount of non-native vegetation resulting in an increase in habitat quality.

7. Access:

Maintaining access to existing OHV trail opportunities is reliant upon those existing trails remaining in sustainable condition. Motorized trails have rightly, and historically been built in a manner that augments challenging trail opportunities. Often this results in fall line trails, large trail obstacles (i.e. boulders), and steep trail grades without sufficient grade dips for shedding water. This results in high erosion and ongoing maintenance needs for these existing trails.

The RTTP instructors will build the skills necessary in local volunteer groups, professional crews, and conservation corps that will allow effective maintenance of these difficult trail erosion situations, while maintaining the challenging nature of trail experience desired by many users. This delicate balance is critical in maintaining access to these trails on a long-term basis.

8. Partnering and Leverage:

During the concept development of this program, we will work with the Bureau of Land Management (BLM), Nevada Department of Conservation and Natural Resources, Washoe County, Carson Valley Trails Association, and other key organizations. As the program evolves, the opportunity to participate will be expanded to local villages, cities, recreation districts, schools, the business community, civic organizations/clubs, and the general public. This expanded role will include curriculum review, workshop site selection, marketing and implementation of the program.

A key part of this project will be the creation of a Trail Training Needs Survey that will be distributed to a wide swath of the trail stewardship organizations and individuals in the Reno/Tahoe region. This survey will allow public input in 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. We will make it clear at the outset, that all responses will be anonymous, and that anyone with interest in the outcome of these trainings will be invited to participate in structuring these opportunities.

9. Economic Integration:

The Outdoor Industry Association has compiled research that indicates that outdoor recreation generates over \$12.6 Billion in consumer spending annually in Nevada and reflects 87,000 direct jobs. The RTTP will result in the development of highly skilled and effective workforce that will support the maintenance and management of the investment in recreational trail development.

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 supported by American Trails ongoing and will continue to provide stewardship training in an economical, sustainable, and regionally appropriate way.

10. Demand for New Facilities:

We do not anticipate any new facilities being created through this program. We intend to maintain existing trails and resources, and train trail stewards in addressing ongoing maintenance needs on OHV trails.



CHINOOK ASSOCIATES

RECREATIONAL TRAIL CONSULTANTS

November 12, 2019

Nevada Dept. of Conservation and Natural Resources
Off-Highway Vehicle Program
ATTN: Nikhil Narkhede
901 S. Stewart Street, Suite 1001
Carson City, NV 89701

Dear Mr. Narkhede,

Chinook Associates would like to express our strong support for American Trails' NV OHV Program proposal to fund the Regional Trails Training Program (RTTP). As a key partner in the RTTP effort to improve OHV trail stewardship training in the State of Nevada, we are excited to work with the NV Department of Conservation and Natural Resources OHV Program and other partners to make this project effective, robust, and sustainable.

We agree with the terms of this grant opportunity, and agree to participate fully in all aspects of this proposal as outlined. Chinook Associates has 40 years of experience working with all types of agencies and organizations supporting recreational trail development and management. We have conducted trainings and workshops throughout the United States and Internationally.

Thank you for the opportunity to provide this letter of support, and for your consideration of our proposal. We look forward to working with you in the future.

Sincerely,



Kim Frederick, Principal
Chinook Associates LLC

PO Box 18571 ♦ Golden ♦ Colorado ♦ 80401
(303) 718-0829 Cell ♦ EMAIL: kim_frederick@chinookassociatesllc.com