



Arizona State Parks & Trails (ASPT) Grants Workshop Non-Motorized and Motorized Grant Funding Opportunities



I. Grant Workshop Activities:

- Grant staff from AZ State Parks & Trails; ADOT Environmental Planning Group (ADOT EPG), State Historic Preservation Office (SHPO) and AZ Game & Fish assist applicants with application process.
- Trail Crew staff in attendance (State-contracted crews -ACE, YRU and ACC –*at least 1 crew per workshop will be available*).
- Program archaeologists/biologist will be available to discuss the cultural and environmental resources requirements of the program.
- On-line grants training (All applications are submitted using new system-WebGrants).
- For applicants not familiar with trail terminology, a field trip to view an active trail project will be offered (January 8th workshop at Kartchner Caverns State Park).

II. LOCATIONS/DATES

3 separate workshops to be held throughout January 2018:

1. Southern Arizona -Kartchner Caverns State Park 2980 Arizona 90, Benson 520-586-4100	January 8th - Monday • 9am -3pm
2. Northern AZ -Flagstaff - American Conservation Experience –ACE Southwest Office 2900 North Ft Valley Rd 928-226-6960	January 24^h – Wednesday • 9am -2pm
3. Western AZ - Lake Havasu City - BLM Field Office 1785 Kiowa Ave, Lake Havasu City 928 505-1200	January 25th - Thursday • 10am -3pm

Note: The January 8th workshop to be held at Kartchner Caverns State Park (Benson, AZ) will include an on-site field trip to view the new trail that the Arizona Conservation Corps is building at the park. Those new to the world of trail building will benefit greatly by attending this specific workshop.

TELECONFERENCE INFORMATION:

If unable to attend in person potential applicants can call:

1-877-820-7831

Passcode: 522515

If participating in any of the workshops above please register by emailing Sean Hammond, Grants and ADA Coordinator: shammond@azstateparks.gov.

III. Grant Program Details

Eligible Projects: Funding can be used for projects such as trail development and trail maintenance for pedestrian uses (hiking, running, ADA-accessibility improvements), bicycling, equestrian, off-road motorcycling, all-terrain vehicle riding, four-wheel driving, or using other off-road motorized vehicles.

Eligibility: Eligible applicants include governmental entities (cities, towns, counties, Tribal governments, state and federal agencies, non-profits and clubs).

Grant Deadlines:

- All applicants must first contact *Mickey Rogers*, ASPT Chief of Grants and Trails, to discuss their project before starting an application no later than **February 10th**. Contact Mickey: 602-542-6942; email: mrogers@azstateparks.gov
- **Applications must be submitted in WebGrants by March 1, 2018 by 5:00PM**

WORKSHOP AGENDA

Kartchner Caverns Location

January 8, 2018

Please Note: All drivers are stopped at the gatehouse prior to entering Kartchner Caverns SP. Please indicate that you are here for the workshop. Workshop classroom will take place inside the Discovery Center

Action Item	Presenter (s)	Item Descriptions
Introductions & Brief Summary of Workshop Topics <ul style="list-style-type: none"> • Grants Program • Timeline 	All Staff, Trail Crews, & Attendees	<p style="text-align: center;"><u>9:00am – 10:00am</u></p> <ol style="list-style-type: none"> 1) <u>Introductions</u> <ol style="list-style-type: none"> a) Arizona State Parks Grant Staff: State Historic Preservation Office (SHPO) Arizona Department of Transportation (ADOT EPG); AZ Game & Fish, Trail Crews; Grant workshop attendees 2) <u>Brief Summary of Grants Program (Sean)</u> <ol style="list-style-type: none"> a) Funding Opportunities, Eligibility, Timeline (Flowchart), Committees b) Non-Motorized, Trail Maintenance Program c) Trail Crews-State Contracted d) Motorized Program e) Safety & Environmental Education – (New Program) f) Eligible/non-eligible projects
New Outdoor Recreation Guide	ASPT Staff	<p style="text-align: center;"><u>10:00am-10:15am</u></p> <ol style="list-style-type: none"> 1) New State-Wide Comprehensive Outdoor Recreation Program SCORP Approved-2018-2022 2) 2015 Trails Plan –Brief Summary
Grant Policies & Administrative Guidelines	ASPT Staff	<p style="text-align: center;"><u>10:15am – 10:30am</u></p> <ol style="list-style-type: none"> 1) Manual, Admin guidelines/policies –highlights 2) 6-month rule, reimbursement grant program discussion 3) Control & Tenure, non-profit resolution, Land Manager Approval Letter Operation/Maintenance post award requirements
Environmental & Cultural Clearances Panel Discussion	ADOT Staff SHPO Game & Fish ASPT Staff	<p style="text-align: center;"><u>10:30am – 11:00am</u></p> <ol style="list-style-type: none"> 1) Brief Summary, multi-agency roles -NEPA and Section 106, (Sean, David, Cheri, Sabra) 2) Game & Fish Environmental Tool Kit (Sabra & Cheri) <p style="text-align: center;"><u>11:00am – 11:40am</u></p> <ol style="list-style-type: none"> 3) SHPOs Review Process-Importance of Cultural Process (Jim) 4) ADOTs Review Process (David); will walk thru on-line form
Break (20 Mins)		<p style="text-align: center;"><u>11:40am-12:00pm</u></p> <p style="text-align: center;">Kartchner Bat Café is a great place to get lunch.</p>
Field Trip Includes short walk to Park trail system to view newly developed trail	All attendees	<p style="text-align: center;"><u>12pm – 1:30pm</u></p> <p>On-site field trip to view the new trail that the Arizona Conservation Corps is building at Kartchner Caverns. Those new to the world of trail building will benefit greatly by attending this specific workshop.</p> <p>*If you require mobility accommodations please contact Sean as soon as possible with your request</p> <p>*Please bring water, hiking shoes</p>
On-Line Grants System Demo Completing the Grants Application & Developing Budget	Sean & Mickey	<p style="text-align: center;"><u>1:45pm – 3pm</u></p> <ol style="list-style-type: none"> 1) Summary of new on-line system, features 2) Registering, Main Menu 3) Selecting a Funding Opportunity; starting an application 4) Application forms 5) Develop Project Budget 6) Effective Criteria Responses, Scoring 7) Signatures

Arizona State Parks and Trails Contact:

Last minute questions/ issues, contact Grants Coordinator Sean Hammond at 602-542-7130 or Mickey Rogers, Chief of Grants and Trails at 602-542-6942 or (c)480-708-9709.