



The Trail Keepers Foundation

The Trail Keepers Foundation ♦ 4743 Cornell Road ♦ Cincinnati, Ohio 45241 ♦ Tel: (513) 469-2412

Grant Agreement

The Trail Keepers Foundation is a non-profit organization dedicated to preserving multi-use trails on public and private lands.



treadlightly!®

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Grant Contract and Application

The Trail Keepers Mission

The Trail Keepers Foundation is a non-profit organization dedicated to preserving multi-use trails on public and private lands. We work with private land owners and public land managers by assisting them in maintaining trails, educating users, and controlling illegal activities. We raise money through membership fees, fund raisers, permit fees, donations, and government grants. The money we raise goes directly to keeping trails open and maintained. In addition to our trail maintenance work, we have a goal to acquire land to be used for recreation.

Grant Application Terms and Conditions

Application Terms and Conditions

By submitting this form to Trail Keepers you agree to all the terms and conditions outlined herein. Once an application has been submitted it becomes the property of The Trail Keepers Organization. Applications must be completed in full to be considered for the Grant Program. Incomplete applications will not be considered.

Trail Keepers reserves the right to request additional information beyond this application to make a proper determination regarding funding. Possible scenarios include project discussion meetings, site visits by a Trail Keepers representative, pictures, and sub-contractor information including quotes, insurance verification and contact details. Trail Keepers reserves the right to deal directly with sub-contractors regarding quotes, management and payment of services. Any fees relating to sub-contracted work will be reimbursed after the work has been done. No pre-payment of sub-contractor fees will be approved.

Trail Maintenance and Development Grants are available to:

- Maintain existing trails, routes and access ways.
- Develop new trails, routes and access ways.
- Repair ORV damaged land for continued access or land regeneration.
- Implement trail markings, signage and regulation.

All applications will receive a response from Trail Keepers. Applications will either be approved or denied. Applications may be returned to the applicant with a request for additional information to support specific sections of the application.

The Applicant has no authorization to initiate contract services or act in any manner as a representative of Trail Keepers during the application process, or anytime after approval a Grant Application.

If your application is denied, you may submit an additional review request by written letter to the Trail Keepers Grant Committee that outlines the contention and justification for your request. All decisions made by Trail Keepers are final and the only recourse available to applicants is this review request. All

written review requests will be made known to the Trail Keepers Executive Committee in addition to the Grant Committee.

Applicants expressly agree that all information contained in this application is the property of Trail Keepers and that both parties will treat this information as confidential between the parties and not publish, copy, transmit or otherwise share this information with outside parties.

Failure to Perform

The applicant agrees that once an application has been approved by Trail Keepers it becomes their obligation to complete the project within the defined timelines outlined in the application form. Failure to perform will result in a mandatory reimbursement of all or a portion of funds to Trail Keepers and may be subject to penalties and/or potential legal remedies depending on the severity of the default. Trail Keepers reserves the right to obtain legal counsel and prosecute any applicants that have participated in actions deemed fraudulent in utilization of Grant Funds or any attempt to defraud Trail Keepers of Grant Funds.

Application Schedule

Grant applications are available any time during a calendar year, but may be subject to current year or upcoming year funding depending on the date of submission. At the time of your application submission you will be informed of the availability and timing of funds from Trail Keepers. If current year funding has been allocated, you will be informed that your application will be held and considered for funding in the concurrent year.

Questions and FAQs

For questions and information regarding the application, process and utilization of grants please visit our website at www.trailkeepers.org and go to the Forums section. Please use this area to post your general questions regarding the program. If you have specific questions regarding an application that has already been submitted, please send an email to grants@trailkeepers.org

Grant Application Review Process

Trail Keepers uses a scoring system to validate applications and assure fairness between applicants and Grant awards. The scoring system is initially based solely on the content of this application. It is in your best interest to be diligent in your filling out this application. Awards are approved on the sole discretion of Trail Keepers Foundation and the Grant Committee.

The review process is based on a scoring system from 0 to 5 with higher scoring as the applicants goal. Certain questions may carry bonus points which are awarded at the sole discretion of Trail Keepers. Any incomplete section will score a 0 (zero) and may render the application invalid. Applicants will be informed of their total score when they receive the result of their application.

Land Access and Control

The applicant agrees to certify and provide copies of written permission by the land owner, managing body or government department of access to and permission to repair, modify or alter the area defined within the application. Applicant also agrees to supply detailed mapping and documentation of the area with written descriptions of any access, land use or modification limitations imposed by the land owner or managing body. Trail Keepers reserves the right to contact any person or managing body supplying permission for verification of land access and the right of the person or body to provide such permission.

Site Survey

Applicants agree to allow members of The Trail Keepers to complete a site survey form if deemed necessary for any project listed in the application. Trail Keepers reserves the right to contact land owners, government agencies and other possible jurisdictions in obtaining information regarding the appropriate access, utilization and implementation of Grant awards.

Compliance with Local and State Laws and Regulations

The applicant agrees to comply at all times with applicable local and state laws and regulations while implementing any work defined within this application that is approved and funded by Trail Keepers. All necessary permits must be obtained prior to initiating any work requiring a permit.

The Trail Keepers Foundation Grant Application

Incomplete applications will not be considered.

Type of Application <input type="checkbox"/> New <input type="checkbox"/> Renewal	Type of Project Request <input type="checkbox"/> Existing Trail Repair <input type="checkbox"/> Access Improvement <input type="checkbox"/> New Trail Development
Amount Requested	

Application Information – Please Print Clearly

Grant Applicant	Date of Submission
Main Contact	Telephone #
Main Contact Email Address	Fax #
Contact Address	Request Type: (check one) <input type="checkbox"/> Individual <input type="checkbox"/> Club <input type="checkbox"/> Association
Contact Off-Road Club or other Affiliation	Executive Team Member <input type="checkbox"/> YES <input type="checkbox"/> NO
Club or Association Exec Information Presidents Name: V.P. Name: Does your Club or Association have Liability Insurance? <input type="checkbox"/> YES <input type="checkbox"/> NO	Club Exec Email and/or Phone Info If yes on Liability, please list the Insurer and Amount of Coverage:
Club or Association Type <input type="checkbox"/> Informal <input type="checkbox"/> Non Profit <input type="checkbox"/> LLC <input type="checkbox"/> Inc.	<input type="checkbox"/> Other (explain)
Club or Association Website URL	Trail Keepers Champion Name?
Are you, or is your Club or Organization a member of Trail Keepers? <input type="checkbox"/> YES <input type="checkbox"/> NO Please list any applicable associations.	

Trail Keepers Use Only

Project Description and Scope Section

Please provide all requested information with a level of detail so that we may better understand the nature and detail of your request. If additional pages or attachments are necessary, please attach them to the application and ensure that sufficient information is provided as support.

You are required to provide to Trail Keepers' satisfaction documented proof that the applicant possesses adequate written permission to enter, occupy, use and maintain the area, route or trail detailed in this application. This will include, but is not limited to any deeds, leases, licenses, easement or permits. A corresponding topographic map showing the area of each project must accompany this documentation. See the Grant Application instruction page for topographic map sources.

Land Owner Information <input type="checkbox"/> Private <input type="checkbox"/> Public / Government List Government Jurisdiction (Forest Service, Parks, County etc.)	Was Written Permission Obtained? <input type="checkbox"/> YES <input type="checkbox"/> NO If written permission is not available or not required, please explain in the comments section below.
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Land Steward Contact	Phone	County
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Please summarize each specific project below. If several improvements to an area are part of this application, you must list them individually. Detailed information for each project will be required in the next section.

Project Summary Description	Cost
1.	
2.	
3.	
4.	
5.	
6.	

Trail Keepers Use Only

Detailed Project Information

NEED AND DEMAND: List the justification for the project. Please detail the benefit of this project to recreational users, the land owner or jurisdiction, and how or what land deficiencies will be corrected with the implementation of the proposed project. Why is this project needed?

PROJECT URGENCY: Describe the urgency of this project, and the justification for the proposed time frame. Also include any potential risk of loss of land or land endangerment if this project is not funded.

SCOPE: Describe in detail what the project involves and what will be accomplished. Include all details regarding volunteer workers, projected hours, equipment you or your organization will be providing and using, and

CONTRACT SERVICES: Please detail ALL contract services or rental equipment that is required to implement the project in which Trail Keepers Grant Funds will be used to pay for such services.

Description	Cost

Project Questionnaire

Please take the time answer these questions with a reasonable amount of detail to support your answer.

1. Does the proposed project have any local community support, either private or public?
2. Will the proposed project have an incremental positive impact on the local economy?
3. Does the proposed project help to promote tourism for the area?
4. Is this project part a subset of an overall ORV plan for the area? If yes please provide a link to information on the entire project.
5. Will this project result in any restrictions to access and utilization. If yes, please define what criteria must be met for land access.

Attachments

Applicant is required to attach the following information to this request:

1. Recent pictures of the area to be improved.
2. Topographical map showing the area of improvement.
3. Written approval of land owner or jurisdiction.

Applicant Signature Section

It is hereby mutually agreed and understood that the use of funds granted by The Trail Keepers Foundation Grant Program will be used for the purposes stated in this document only, and that the applicant agrees to the terms and conditions of the program. All applications are the property of The Trail Keepers Foundation.

Indemnification

Applicants agree to indemnify and hold harmless The Trail Keepers Foundation, its Executive Members, Committee Members and Representatives against all losses, liabilities, judgments, awards and costs relating to and including any legal fees and expenses arising out of or relating to: (1) services performed by any contractor; (2) any breach of this agreement; (3) any result of land access or alteration grievances or; (4) any unlawful actions by the applicant, the applicants organization or its volunteers.

Signature of Applicant

Date

Printed Name of Applicant

Title (if applicable in Club or Organization)

Trail Keepers Committee Use Only	
<input type="checkbox"/> APPLICATION APPROVED	DATE: _____
_____ Approval Signature #1 (Cliff Plank – Trail Keepers President)	_____ Signature #2 (required if grant is over \$1,000) (Trail Keepers Grant Committee Member)
<input type="checkbox"/> APPLICATION DENIED	DATE: _____
_____ Signature	
Reason for Denial or Additional Instructions:	