Print Form

# Alaska Snowmobile Trail Grooming Program
# Funding Request Form
# Updated 2016

This form for the Alaska Snowmobile Trail Grooming Pool has been modified. **PLEASE READ EVERYTHING CAREFULLY.** This form MUST be completed and submitted by all parties interested in receiving funding from registration fees for grooming snowmobile trails in Alaska. These trails must have **established legal access** and must have been **previously funded.** Trails outside of the established grooming pool are not eligible for funding through the submission of this form. Additional trails to be added to the grooming pool must go through the Snowmobile Trail Grant application process. Information regarding this grant program can be found here: http://dnr.alaska.gov/parks/grants/snowmotr.htm

This form is divided into four sections: ***General and Contact Information***, ***Trail Specific Information and Trail Maps***, ***Experience***, and ***Additional Information***. COMPLETE ALL SECTIONS (unless optional) to be considered for funding.

*****SPECIAL NOTE*****ONLY EXPENDITURES FOR FUEL, AUTOMOTIVE FLUIDS, OR EQUIPMENT/PARTS WILL BE REIMBURSED. Unless you have signing or marking materials as part of your grant agreement. If you anticipate unusual expenses outside of this list, (such as lodging) please contact the Trails Program Office to discuss. All potential expenses must be clearly identified in the project narrative on the application prior to approval.

Please submit completed forms and maps via e-mail (Print / Scan / e-mail) to **darcy.harris@alaska.gov** or by mail to :
Snowmobile Trail Grant Program
550 West 7th Ave, Suite 1380
Anchorage, Alaska 99501
Questions regarding this form should be directed to the Snowmobile Trails Program at 907-269-8699.

## Section 1: General and Contact Information

1) Include the name of the person completing this form as well as the name of the trail club or business represented by the individual. Please include a telephone number, email address, and mailing address.

2) Provide the area in which the grooming activity will occur. Use the drop down menu to provide an entry that best describes the area.

3) Provide the make and model of all the equipment which will be used to complete the grooming. Include the dimensions of the grooming implement.

First and last names, phone number, e-mail address, and mailing address

Grooming Pool Area (drop down box)

Grooming equipment to be used (informational only, will not effect your score)

## Section 2: Trail Specific Information and Trail Maps

Provide:

the official **AND** alternate trail names of **all** trails to be groomed,
the mileage of the trail to the nearest half mile,
the average width of the trail,
the average frequency of grooming per month (consider heavy and light snowfall into your estimation), and
a dollar amount for the grooming of each individual trail over the course of the season.
Add the trail mileages and funding requests to the table below to derive the total mileage and requested funding.

Trail Maps

Provide:

A map or maps with all of the trails shown on it/them. **Provide a map in addition to this form.**
A USGS 1:63,360 scale topo-map with trails located as precisely as possible. Trail locations should be clear and legible.
The trail names should be on the maps.
Identify the start and end points for the trails.

The existing SnowTRAC grooming pool maps for your area may be used. They are available for download at: **http://dnr.alaska.gov/parks/grants/groompl.htm**. If using these maps, identify and highlight the trails that will be groomed for the upcoming snow season. Highlighted maps should be submitted with this form either via e-mail or standard mail.

**This Program Strongly Recommends mitigating conflict with all trail users to help ensure optimal trail condition, safety and enjoyment; please use common sense when deciding where and when to groom.**

| Trail Name(s) | Mileage (to the nearest 1/2 mile) | Average Trail Width (feet) | Average Grooming Frequency/Month | Funding Requested |
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**TOTAL MILEAGE** [ ] **TOTAL FUNDING REQUESTED** [ ]

## Section 3: Experience

**Question 1:** How long has your organization been grooming trails?

**Question 2:** Give an example of how you and your grooming services can have a positive impact on the snowmobile community.

## Section 4: Additional Information : Is there anything else you would like to add?(optional)

If there are multiple funding requests for the same grooming area, and a compromise cannot be achieved, the Request For Proposal (RFP) process will be implemented through the State of Alaska Procurement office, and all competing applicants will be required to go through this competitive bidding process. In these cases, DNR will notify all competing applicants and assist them in the process. To accommodate the potential for competitive bids, applications must be received no later than **July 1 at 5:00 pm**.

Grooming Pool Funding Request forms will be reviewed by the Snowmobile Trails Advisory Council (SnowTRAC) and DPOR staff during August at the SnowTRAC annual meeting. All requests will be reviewed and funding recommendations will be made. The final funding appropriation may not reflect the request in this form. Several factors including available funds, public demand, legal access, maintenance costs, recreational value of the trail, transportation benefit etc. will determine the final funding amounts for the Grooming Pool Trail System.

PLEASE TAKE NOTE:

***Funds for winter trail maintenance and grooming activities will be available no earlier than October 15th.**
***Periodic trail evaluations will be conducted throughout the season to ensure compliance with specifications outlined in grooming contract.**
***Monthly Reporting will now be required whether you have groomed or not. All reimbursement requests must be turned in by April 30.**
***Please check the name and address for sending your reports, it may have changed since last year.**

Thank you for your interest in the grooming pool, your services, and hard work.