



# Recreational Trails Program Grant Application 2015

*Trails Bureau Use Only*

15-05

### APPLICANT INFORMATION

Organization Name: Androscoggin Valley ATV Club

Project Administrator Name: David Osgood

Organization Mailing Address: PO Box 534 City/Town: Berlin State: NH Zip: 03570

Day Telephone: (                      ) Fax: (      ) -     

Email: info@avatvclub.org Web: www.avatvclub.org

Applicant Is:  Federal  
 (choose one)  State/Local Agency  
 Non-Profit  
 University  
 Private  
 Other                     

RECEIVED  
 NOV 10 2014  
 D.R.E.D.

### PROJECT INFORMATION

Project Name (include phase # if applicable): Jerich Mt. State Park ATV trails restoration

Project Area Length (miles/feet): 80 miles

Primary/Permitted trail use(s) served (check all that apply):

<input checked="" type="checkbox"/> ATV	<input type="checkbox"/> hiking	<input type="checkbox"/> snowshoe	<input type="checkbox"/> other: <u>                    </u>
<input checked="" type="checkbox"/> UTV	<input type="checkbox"/> bicycle	<input type="checkbox"/> x-c ski	
<input checked="" type="checkbox"/> Trailbike	<input type="checkbox"/> equestrian	<input type="checkbox"/> dog sled	
<input type="checkbox"/> 4x4			
<input type="checkbox"/> snowmobile			

Secondary/Incidental trail use(s) served (check all that apply):

<input type="checkbox"/> ATV	<input checked="" type="checkbox"/> hiking	<input checked="" type="checkbox"/> snowshoe	<input type="checkbox"/> other: <u>                    </u>
<input type="checkbox"/> UTV	<input checked="" type="checkbox"/> bicycle	<input checked="" type="checkbox"/> x-c ski	
<input type="checkbox"/> Trailbike	<input checked="" type="checkbox"/> equestrian	<input checked="" type="checkbox"/> dog sled	
<input type="checkbox"/> 4x4			
<input checked="" type="checkbox"/> snowmobile			

Project Category (per FHWA) check all that apply:

**A:** Maintenance and Restoration of Existing Trails

**B:** Development and Rehabilitation of Trailside and Trailhead Facilities

**C:** Purchase/refurbishment of Trail Construction and Maintenance Equipment (Requires Buy America Approval)

**D:** Construction of New Recreational Trails

**E:** Acquisition of Easements and Fee Simple Title to Property (Requires deed to meet Federal Standards)

**G:** Educational Programs to Promote Safety and Environmental Protection (may not be combined with project categories A,B,C,D,E above - must be submitted individually)

Is any portion of the overall project being funded by the Transportation Enhancements Program (TE), or Transportation Alternatives Program (TAP):

No  Yes (if yes provide details in project description, attach relevant documents)

### PROJECT LOCATION

City/Town/Unincorporated Place Name(s): Berlin, NH

Land/Landowner (check all that apply):  federal  state  county  municipal  private

Name(s) of Public Land Project is Within (if applicable): Jerichjo Mt. State Park

Approximate Center Point Coordinates (format-xx.xxxx°): 44 2894 °N, 71 1521 °W

US-NH Congressional District(s):  1,  2

**PROPOSED FUNDING TOTALS**

RTP request	\$35,000.00	(up to 80% of <b>TOTAL PROJECT</b> , to maximum of \$50,000)
match pledge	\$9,000.00	(minimum 20% of <b>TOTAL PROJECT</b> , <del>\$9,000.00</del> 8,750.00)
<b>TOTAL PROJECT</b>	\$44,000.00	(100% of project costs and value)

**PROJECT PROPOSAL**

**Section I - Organizational Overview (15 points) up to one page:**

Describe your organization/agency. Include:

- Purpose, mission, goals
- Membership and/or staff information
- Description of planned partnerships with other agencies/organizations to complete project.
- Current/Past RTP trail projects and status.
- Indication of your organization's financial ability to make initial payments for grant costs, as well as any intent to request an advance or working capital advance of funds. Can your organization meet the timelines for project completion?

The Androscoggin Valley ATV Club (AVATV Club) is comprised of over 100 ATV, UTV and Trail Bike enthusiasts. We have developed and are currently maintaining the 22 mile Success Trail in partnership with the Sunset Riders ATV Club and NH Bureau of Trails. In addition we are the "Host Club" for the Jericho Mt. State Park ATV trail system and are assisting the Bureau Of Trails in development and maintenance of the trails.

Upon it's inception in 2000, the AVATV Club adopted the abandoned narrow single track Success Trail and has widened it to used as a snowmobile trail during the winter months' in addition to it's use as an ATV trail in summer months. The RTP Grant has been used as a major source of funding for this work and trail development at Jericho Mt. State Park. Since the start of trail construction in 2006, Club volunteers' have logged over 3000 hours assisting the Bureau of Trails in constructio and maintenance.

In November of 2009 through the combined efforts of the City of Berlin, the Berlin PD, NH Bureau of Trails and the AVATV Club a 4 mile connector trail connecting the Jericho and Success trails was opened using City streets. The succes of this connector trail has led to the opening of all Berlin City streets in 2014.

In 2011, 2012, 2013 and 2014 the AVATV Club has partnered with the Androscoggin Valley Chamber of Commerce in organizing the popular Jericho ATV Festival held at Jericho Mt. State Park attracting ATV/UTV riders from near and far to enjoy the Park and surrounding trails.

The AVATV Club has limited financial ability to make initial to make initial payments for Grant costs and will be making a formal request for a working capital advance of funds.

**Section II - Project Description (50 points) up to two pages:**

Based on your project category(s) include all applicable information as indicated below. If project falls within more than one category describe how each individual category relates to each other within your overall project. **BE THOROUGH**

**Maintenance/Construction/Development/Rehabilitation (project categories A, B, D)**

Describe the goals and scope of work necessary to complete your trail project **IN DETAIL**. Include:

- Necessary labor and source of labor
- Necessary materials and/or equipment to be used
- Detailed construction and/or maintenance methods
- Design and/or engineering services, purpose and need, planned end results/product (if necessary)
- All grant costs and match pledges and amounts. **Identify all project funding and match sources**

Describe any commitments and plans by your organization, partnering organization and/or landowner to keep and maintain trail open for future public use.

**Equipment Purchase/refurbishment (project category C)**

Describe the equipment proposed for RTP funding and intended use. Include:

- Purpose and need
- Type and class
- Grant costs, match pledge, sources
- Preferred model, manufacturer and/or vendor (if applicable), and justification
- Anticipated life and/or retention and following plans

Describe your organization's plans and methods to maintain equipment in good working condition. How do you intend to comply with the FHWA "Buy America" requirements?

**Land/Easement Purchase (project category E)**

RTP funding may only be applied to the appraised value.

Describe land or easement value and the benefits for recreational trail use. Include:

- Specify purchase of property and/or easement
- Current landowner status (public, private)
- Relation to current and/or future trail(s) (requires future public trail access to property)
- Need for purchase
- Appraised value and asking price (RTP will not pay for costs above the appraised land values)
- Grant costs, match pledge, sources

Describe your organization's and/or partner's commitment to establish and maintain public trail access on property or easement.

**Environmental and Safety Education (project category G)**

This project category cannot be combined with other program categories; however a proposal may contain costs for labor, services, materials and equipment. Complete all applicable budget tables.

Describe the proposed program. Include:

- Purpose and target audience
- Methods and materials needed (including details on all media, hard goods and structures)
- Relevance to specific trail users
- Planned partnerships (if applicable)
- Program longevity (is this a short-term, long-term or permanent program?)
- Grant costs, match pledge, sources

Describe your organization's and/or partner's plans to continue the program and schedule.

<u>GRANT REQUEST LIMITS AND REQUIREMENTS</u>	
<b>All Categories</b>	<ul style="list-style-type: none"> <li>• maximum one (1) application per overall project or phase</li> <li>• maximum two (2) applications per organization/agency</li> </ul>
<b>Categories A, B, C, D, E</b>	<ul style="list-style-type: none"> <li>• \$50,000 maximum request allowed</li> <li>• \$5,000 minimum request required</li> <li>• maximum two (2) applications per organization not to exceed \$50,000 total</li> </ul>
<b>Category G</b>	<ul style="list-style-type: none"> <li>• \$10,000 max request allowed</li> <li>• \$3,000 minimum request required</li> <li>• maximum one (1) application per organization</li> </ul>

**Section II - Project Description scope** *(Describe the project in full. Scoring committee will not be familiar with your request.)*

This project will consist of the restoration and construction of OHRV trails at Jericho Mt. State Park. This will also include the installation of culverts if needed. A 315 excavator with grading blade and skilled operator will be rented to do the work. The cost of the excavator is \$110 per hour x 400 hours = \$44,000.00 total cost for project. The AVATV Club is requesting \$35,000.00 from RTP. The project match will be \$9,000.00 from NH GIA.

The AVATV Club and it's members remain committed to assist the NH Bureau of Trails in the future development and maintenance of the Jericho Mt. State Park OHRV trails.

You may add up to one additional page for Project Description scope (two pages max)

**Section II - Project Description budget**

Complete all applicable budget tables below (write N/A where not applicable). Budgets may be subject to adjustment.

**LABOR**

**Include: unskilled labor, skilled labor, contract labor and/or own force labor**

- Unskilled volunteer labor rated at \$18.58 per hour
- Skilled volunteer labor is rated at market value (volunteer must be performing tasks within his/her own professional scope, must be able to justify and document value)
- Contract labor is at contractor's rate (grant recipients are required to follow program procurement procedures)
- Own force labor is rated at organization's personnel rates

*Do not include equipment operators in this table if costs for operator are included with equipment rental costs*

Labor Type	# of laborers	total hours	\$ hourly rate	labor total	\$ requested from RTP	\$ pledged as match	TRAILS BUREAU USE ONLY
N/A				\$0.00			
				\$0.00			
				\$0.00			
				\$0.00			
				\$0.00			
				\$0.00			
<b>TOTALS</b>	<b>0</b>	<b>0.0</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**EQUIPMENT RENTAL**

**Include: excavators, tractors, bale choppers, hand tools, etc.**

Equipment Type	operator included? yes / no	total days or hours	\$ daily or hourly rate	equipment rental total	\$ requested from RTP	\$ pledged as match	TRAILS BUREAU USE ONLY
315 Excavator	yes	400.00	\$110.00	\$44,000.00	\$35,000.00	\$9,000.00	
				\$0.00			
				\$0.00			
				\$0.00			
				\$0.00			
				\$0.00			
<b>TOTALS</b>				<b>\$44,000.00</b>	<b>\$35,000.00</b>	<b>\$9,000.00</b>	

**MATERIALS**

**Include: aggregates, lumber, hardware, concrete blocks, culverts, pre-fabricated items, paper, supplies, etc.**

\* for all materials, indicate intended "use" as follows:

M/C (maintenance/construction), S/K (signs/kiosks), M/B/M (maps/brochures/media)

Material Type (specify unit measurement)	use*	quantity	\$ cost per unit	materials total	\$ requested from RTP	\$ pledged as match	TRAILS BUREAU USE ONLY
N/A				\$0.00			
				\$0.00			
				\$0.00			
				\$0.00			
				\$0.00			
				\$0.00			
<b>TOTALS</b>				<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**PLANNING/DESIGN/ENGINEERING**

**Include: costs for services to produce final plans for project**

- Maximum allowable costs for planning/design/engineering is **10%** of granted amount
- May include service costs for completing environmental permits/reviews (not actual permit costs)

Service Type	total hours	\$ hourly rate	planning/design/engineering total	\$ requested from RTP	\$ pledged as match	TRAILS BUREAU USE ONLY
N/A			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
<b>Totals</b>	<b>0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**ENVIRONMENTAL PERMITS/REVIEWS**

**Include: actual permit and review costs**

Permit/Review Type	quantity	\$ cost per unit	permits/reviews total	\$ requested from RTP	\$ pledged as match	TRAILS BUREAU USE ONLY
N/A			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
<b>Totals</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**EQUIPMENT PURCHASE**

**Include: groomers, drags, tractors, ATVs, hand tools, etc.**

- planning equipment (such as GPS units) may be considered, but cannot exceed **10%** of granted amount

Equipment Type	quantity	\$ cost per unit	equipment total	\$ requested from RTP	\$ pledged as match	TRAILS BUREAU USE ONLY
N/A			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
<b>Totals</b>						

**OTHER ITEMS or SERVICES**

**Include: other eligible expense items or services not specified above**

- must be described within Project Description-scope

Description	quantity	cost	total	\$ requested from RTP	\$ pledged as match	TRAILS BUREAU USE ONLY
N/A			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
<b>Totals</b>			<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**Section III - Environmental Analysis (15 points) up to one page:**

Describe the effects of your project site in relation to natural and cultural resources and how you plan to minimize any impacts. Any potential impacts to wetlands, rivers, streams or bodies of water must be addressed here.

- Maintenance, construction, development, and rehabilitation project sites (categories **A**, **B**, **D**) will be evaluated by the State Historical Preservation Office and are required to be reviewed by the Natural Heritage Bureau (see attachment requirements). Describe any known cultural or natural resource impacts here. Failure to do so may result in denial of application.
- Equipment purchase projects (category **C**) should describe the relationship of the use of the equipment to the environment.
- Land and easement purchase projects (category **E**) should describe relationship of the current and/or future trail development and use to the environment.
- Educational projects (category **G**) should describe relationship of program to environment. Projects that involve installation of structures should follow requirements for categories **A**, **B**, **D**.

This project will be the restoration of existing ATV trails. All trail restoration will be performed following the guidelines set forth in the BMP Erosion Congtrol during Trail Maintenance and Construction" manual.

Section IV - Project Attachments (20 points):

**\*\*Include the following, or your application may be rejected:**

Project Category	Required Attachments
<u>A</u> , <u>B</u> , <u>C</u> , <u>D</u> , <u>E</u> , <u>G</u>	Letter from your organization/agency's executive officer acknowledging the submission of the application. Project Administrator form. Certificate of Good Standing from Secretary of State.
<u>A</u> , <u>B</u> , <u>D</u>	Signed landowner permission to perform project work
<u>A</u> , <u>B</u> , <u>D</u> , <u>E</u> , <u>G</u>	Completed Natural Heritage Bureau review of project area <ul style="list-style-type: none"> <li>• (<u>G</u> only necessary if installing structures such as kiosks and signs)</li> </ul>
<u>A</u> , <u>B</u> , <u>D</u>	Two (2) quality topographical type maps with highlighted project area location
<u>A</u> , <u>B</u> , <u>C</u> , <u>D</u> , <u>E</u> , <u>G</u>	Official trail system map with the following details highlighted: <ul style="list-style-type: none"> <li>• project area location (<u>A</u>, <u>B</u>, <u>D</u>), (<u>G</u> if applicable)</li> <li>• equipment use area, if necessary (<u>C</u>)</li> <li>• purchase area as it relates to existing and/or future trails (<u>E</u>)</li> </ul>
<u>E</u>	Tax map of property with detail of sale or easement area and a copy of the deed.
<u>A</u> , <u>B</u> , <u>C</u> , <u>D</u> , <u>E</u> , <u>G</u>	<b>Color photos</b> (may also submit electronic copies <i>in addition</i> to hard copies): <ul style="list-style-type: none"> <li>• project area (<u>A</u>, <u>B</u>, <u>D</u>), (<u>G</u> if applicable)</li> <li>• equipment (<u>C</u>), large equipment include front, back, sides and interior angles. Sample photos may be submitted if specific/actual unit is not selected.</li> </ul>
<u>A</u> , <u>B</u> , <u>C</u> , <u>D</u> , <u>E</u>	One complete copy of original application and attachments ( <i>submit one set of originals and one set of copies total</i> )

*\*Letters of support are recommended*

**DEADLINE FOR APPLICATION SUBMISSION**

Applications must be received and stamped in at DRED HQ by:

**4:00 PM**

**November 14, 2014**

Address to...

<p><i>(via general mail)</i></p> <p><b>NH Bureau of Trails RTP Coordinator PO Box 1856 Concord, NH 03302-1856</b></p>	<p><i>(via hand/alternate delivery)</i></p> <p><b>NH Bureau of Trails RTP Coordinator 172 Pembroke Road Concord, NH 03301</b></p>
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*For questions, contact:*  
 NH Bureau of Trails  
 (603) 271-3254





Department of Resources and Economic Development  
Division of Parks and Recreation  
Bureau of Trails

**RECREATIONAL TRAILS PROGRAM  
PROJECT ADMINISTRATOR'S AUTHORIZATION**

Project Administrator (type or print full name) David Osgood

The person who is named above has been appointed as Recreational Trails Program Project Administrator. This person is authorized to enter into Recreational Trails Program contracts and agreements with the State of New Hampshire, Bureau of Trails and accept monies granted and received in compliance with the application, contract or agreement.

The Project Administrator is the only person authorized to submit billing requests for reimbursement of funds. The Project Administrator shall be responsible for compliance with all aspects of the project and shall submit the required project reports/updates as specified in the contract or agreement.

I hereby certify that the person named as Project Administrator, above, is fully authorized to act on behalf of the (print) Androscoggin Valley ATV Club organization or political subdivision

Richard Hoot

Print Name

President

Title

Richard Hoot

Signature

PROJECT ADMINISTRATOR INFORMATION	
<u>David Osgood</u> Print Name	<u>David Osgood</u> Signature
[REDACTED] Address	<u>Berlin</u> City/Town
<u>NH 03510</u> State/Zip Code	[REDACTED] Home Telephone
<u>N/A</u> Fax	<u>info@avatvclub.org</u> Email

# State of New Hampshire Department of State

## CERTIFICATE

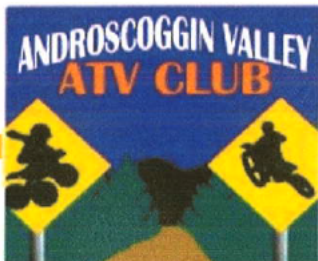
I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that ANDROSCOGGIN VALLEY ATV CLUB is a New Hampshire nonprofit corporation formed October 12, 2000. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 15<sup>th</sup> day of December A.D. 2014

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner  
Secretary of State



## Androscoggin Valley ATV Club

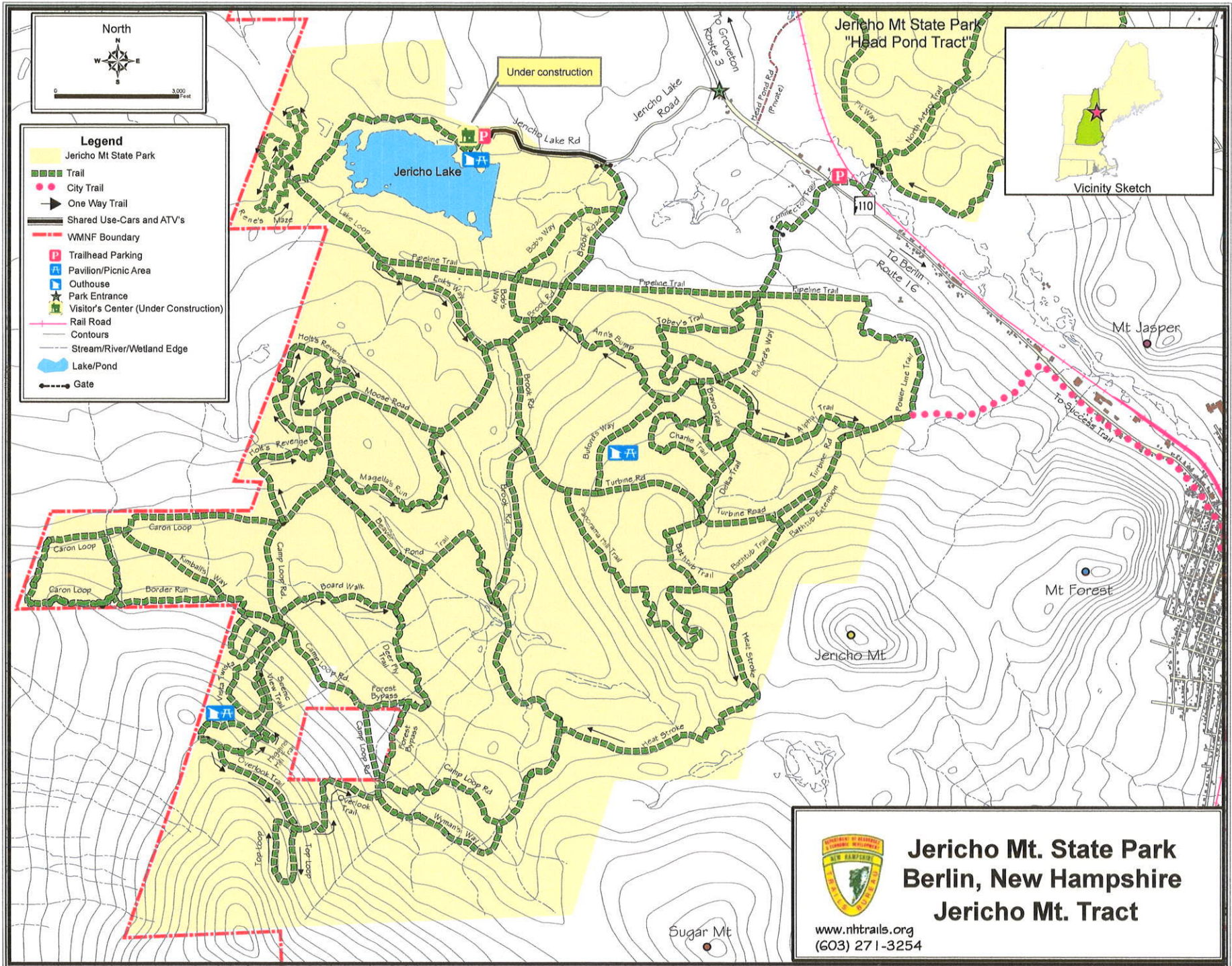
November 2, 2014

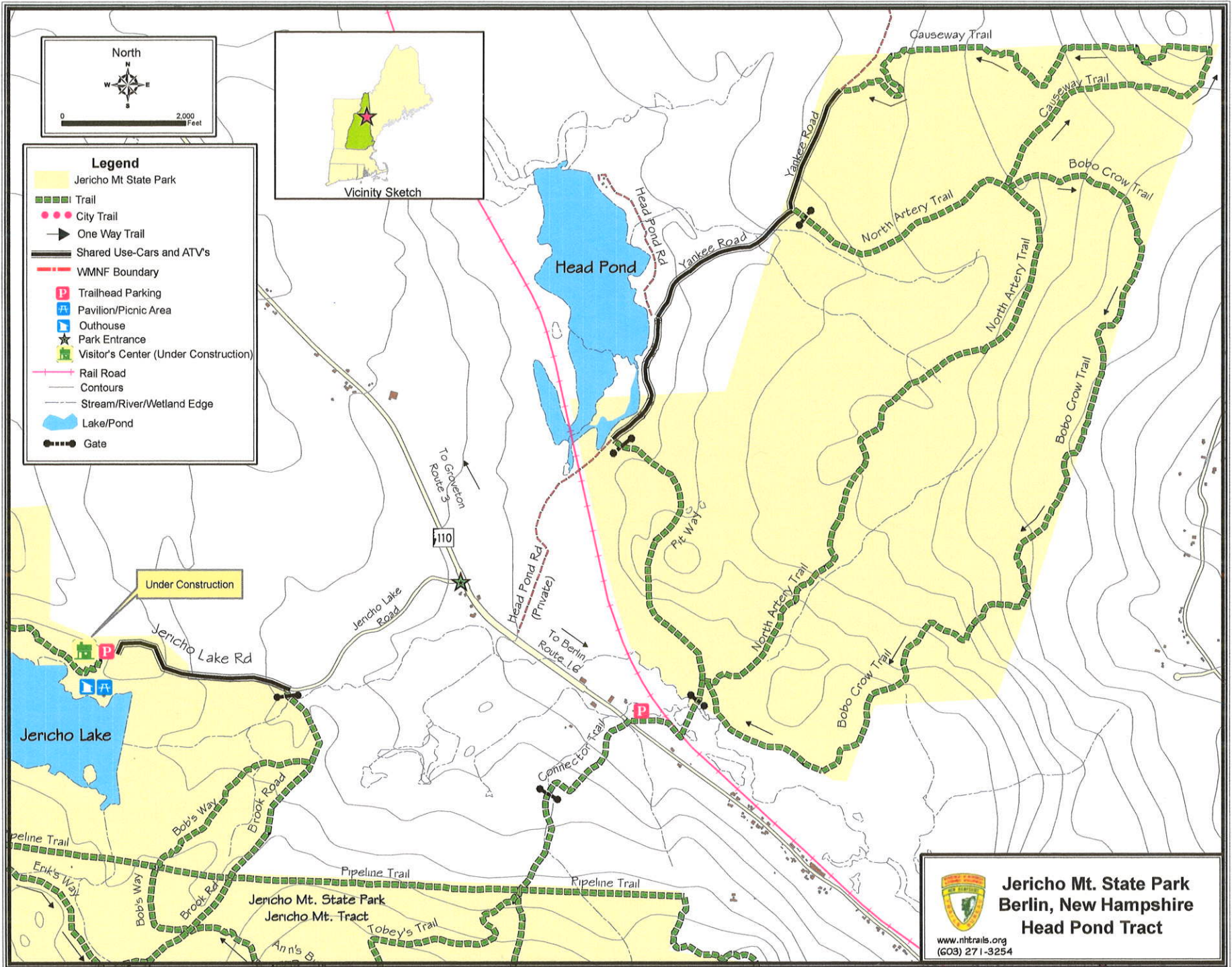
To whom it may concern,

The Androscoggin Valley ATV Club acknowledges that David Osgood, Trail Administrator for the AV ATV Club, is seeking a NH Recreational Trails Grant for projects such as maintenance and restoration of existing trails, development and rehabilitation of trailside and trailhead facilities and trail linkages in the respective area that falls within the AV ATV Clubs responsibility.

Thank you,

Dick Huot, President





**Jericho Mt. State Park**  
**Berlin, New Hampshire**  
**Head Pond Tract**

www.nhtrails.org  
 (603) 271-3254



Androscoggin Valley Chamber of Commerce  
961 Main Street  
Berlin, NH 03570

December 9, 2014

NH DRED  
Bureau of Trails  
PO Box 1856  
Concord, NH 03302-1856

I am writing to support the grant request submitted by the Androscoggin Valley ATV Club of Berlin, NH. Having lost most all of our industrial base over the last decade, our area desperately needed to reinvent itself and the sport of ATVing is a critical component of our new identity!

I can attest of the economic impact that the Androscoggin Valley ATV Club is having on our member businesses, as many have written testimonial letters about how the increase of ATVers has helped them to retain and hire employees at their businesses! In some cases, it has made the difference between business closing or staying open!

Your support of their grant request will help us to continue our economic recovery and attract more tourists to visit our world class ATV trails! Our area is unique in that the towns of Berlin and Gorham allow ATV use on the streets. A premium trail system will attract ATV tourists, street access allows them to spend their money at our businesses, which has a huge impact on our economic development!

It is without hesitance that I can assure you that your approval in this grant request will result in money well spent. Every dollar spent on this type of economic development has a trickledown impact on the overall economy of our region.

Please let me know if you have any questions or if you need further information.

Mark Belanger  
President-Androscoggin Valley Chamber of Commerce

# City of Berlin, NH

City Manager's Office



December 18, 2014

State of New Hampshire  
Department of Resources and Economic Development  
Bureau of Trails  
PO Box 1856  
Concord, NH 03302

## Community Support of Trails Funding

The Androscoggin Valley ATV Club has been very active over the past several years and has generated hundreds of thousands of dollars' worth of work for area contractors with building and maintaining our ATV trails at Jericho Mountain State Park and Success.

Along with providing a great deal of commerce, the trail systems managed by the AV ATV Club also attracts thousands of visitors to the local area. Businesses have conveyed that the new ATV commerce in our area has been very noticeable. The AV ATV Club is applying for a grant through the Recreational Trails Program.

The Berlin City Council, at its December 8, 2014 meeting, voted unanimously to support the Androscoggin Valley ATV Club's application for funding from the Recreational Trails Program. Berlin and the surrounding area has some of the best trails for OHRV riding and the ATV Club does an exceptional job maintaining, signing and creating trails. The City appreciates their work and we want to encourage it to continue.

Sincerely,

James Wheeler  
City Manager

City Hall, 168 Main Street  
Berlin, NH 03570  
Tel: 603-752-7532 Fax: 603-752-8550  
[www.berlinnh.gov](http://www.berlinnh.gov)