

THE

**SWELL** UTAH

# TRAILS GRANT 2021 IMPORTANT DATES

Mar 01

Application Opens: Noon

Apr 02

Application Closed: 5PM

Apr 20

Grants Awarded

Oct 01

2021: Six Month Report

Apr 01

2022: Twelve Month Report

Oct 01

2022: Eighteen Month Report

Apr 01

2023: Final Report

# The Swell Utah Trails Grant Program

## Grant Program

The mission of The Swell Utah Trails Grant Program is to assist in the development of recreational trails to improve the community and travelers' experience.

## Policies

- Read through the Policies and Procedures to ensure that you qualify for the grant and your application is completed correctly.
- There is no guarantee that all applicants will be awarded funds.
- Any and all decisions regarding the final awarding of funds are at the discretion of the Emery County Commission and are final. The Emery County Commission, Emery County Trails Committee Board, and the Emery County Travel Bureau (The Swell Utah) reserve the right to adjust funding parameters in accordance with the number of proposals received and available funds. Greater consideration will be given to projects that demonstrate the highest potential for economic impact from out-of-county visitors, completeness of project and future planning, and compliance to requirements.
- Required Match - Applicant must demonstrate that it can match its co-op request.
- Letters of financial commitment must be signed by and submitted on the contributor's letterhead.
- The County may match 50% up to \$12,500 for any project/event listed under "Eligible Projects".
- At least 50 percent of the matching funds for the project must be secured in order to apply. Other grants and/or funding from partners may be used as part of the match but the applicant should show their commitment by dedicating at least 25% of funds to the project as well.
- Grantees are allowed up to 24 months from the contract signing date for completion. Applicants must send an invoice to receive the first 50 percent of their match disbursement from the Emery County Travel Bureau (The Swell Utah). The last 50 percent of the grant funding will be given after the successful completion of the project. Applicants should be able to fund the project upfront.

- If the project is located on public lands, it must have approval from the appropriate public entity. If the project is on federal lands, the applicant should request approval from the agency that will follow the National Environmental Policy Act (NEPA) process.
- The recreation infrastructure must be available and easily accessible to the public. It cannot be for the use of a private entity only.
- The infrastructure project must have a Statement of Responsibility naming a party that will maintain the recreational infrastructure for at least the next 10 years.
- Applications are open for 3 weeks at the beginning of every year.

### **Eligibility Requirements (Who may apply):**

- Businesses: Tourism-related businesses
- Local Governments: Townships, Cities or Counties
- Non-profits: (501c3)
- Individuals: Recreational enthusiasts with experience

**Event/Project Spending** - The funds you receive from us must go towards one of the Eligible Projects below, but the funds you match with can go towards items listed under Ineligible Projects.

### **Eligible Projects (All projects must be directed at out-of-area visitors):**

- Construction of new trails, including vertical trails, and trail infrastructure (e.g. bridge or tunnel)–for either motorized or non-motorized users. Construction of sustainable trails to replace poorly made DIY trails.
- Recreational trail facilities (e.g. trail or wayfinding signage, trailhead parking, kiosks, restroom facilities, etc.)–for either motorized or non-motorized users
- Creation of amenities on rivers or lakes for recreation; revitalization of a river for recreational purposes; ramp/launch sites to improve water access areas.
- Outdoor recreation amenities such as substantial outdoor climbing structures within a community park or other areas.

- Structures for wildlife or bird-viewing areas. Structures for fishing areas, including ADA compatible fishing piers or platforms.
- Projects that provide outdoor recreation opportunities for people of ALL abilities, including those with impairments.
- Construction or improvement of a range or structure for outdoor shooting sports, including archery.  
Community-owned or sponsored campground facilities, including yurts or treehouses for camping. (Can collect fees to cover costs.)

### **Ineligible Projects:**

- Projects out of Emery County
- Administrative costs (i.e. - salaries, travel, food, beverages, lodging, gifts/awards, web hosting, memberships, or entertainment for personal and/or volunteers of the organization)
- General maintenance or repair projects on existing trails such as re-surfacing with gravel or erosion control.
- Restroom facilities that are not part of a current recreational infrastructure project or extension of an existing project. Wayfinding signage that is not part of a trail
- Outdoor swimming pools or water amusement parks.
- Harbor dredging projects.
- Athletic fields, tracks, sports courts, or run-of-the-mill standard playgrounds.
- Infrastructure for private camps (e.g. YMCA, BSA, GSA, or church camps).
- Structures for private businesses such as outdoor service concessions, amusement parks, golf courses, etc.
- Indoor shooting or archery ranges.
- Campgrounds or yurts that would be owned by a for-profit entity.
- Tangible personal property (i.e - office furnishings or equipment, the permanent collection of individual pieces of art, etc.)
- Interest, reduction of deficits or loans
- Scholarships, endowments, or cash awards of any description
- Direct funding to acquire, construct, extend or maintain a facility
- Activities or materials which violate State or Federal laws
- Projects already in progress

## **Maps and Design Plans**

- You will need to provide two maps, a location map, and a recreation site map or conceptual drawing of the project site. Maps:
  - Required: One map should show the location of the project within your community and should identify the main roads in the community that provide access. It should also note what infrastructure surrounds it. If it is a trail, it should show how it links to other recreational amenities or other trails (if applicable).
  - Required: The second map should show a recreational site plan or conceptual drawing that includes enough detail to determine design details such as orientation and layout of the project itself.
  - Highly recommended: Conceptual designs: If engineered plans or conceptual designs have been completed, please provide copies.

## **Payment and Reporting**

- All applicants must submit a Final Report and all project-related invoices within 90 days of project completion. Applicants who fail to submit their final report within the 90 day period following project/event completion may not be eligible to apply for the next two funding years.
- In the event that an applicant cannot complete their project as approved, the applicant is required to notify Emery County Travel Bureau staff immediately and submit proposed changes/modifications in writing as soon as possible.
- If the grant amount received was not used in its entirety, the difference must be paid back to Emery County.
- You will be emailed every 6 months to fill out progress reports for your grant.
- If you have any additional questions email [Travel@Emery.Utah.Gov](mailto:Travel@Emery.Utah.Gov)

# TRAILS GRANT GUIDE

## 01 Application Submission

First step done! Applicants are encouraged to submit applications early in the year, as this is a first come first serve funding process.

## 02 Staff Review Application

Travel Bureau Staff will reach out if there is any additional information needed and forward complete applications to the Trails Committee.

## 03 Trails & Travel Approval

The Trails Committee will decide whether or not your project/event will be recommended for approval by the Travel Board and Emery County Commission.

## 04 Commission Approval

The final step in the approval process. The Travel Bureau Staff will present applications recommended by the Trails & Travel Board at Commission meeting.

## 05 Invoice for First Check

If your application was approved by Emery County Commission, you will be notified about how much you were funded for and how much to invoice us for.

## 06 Three Progress Reports

Every six months you will be asked to submit a progress report. You will be sent the report via email.

## 07 Final Report Submission

Final Report and all project/event related invoices must be submitted within 90 days of project/event completion.