

**State of Alaska Department of
Transportation and Public Facilities
(DOT&PF)**

SNOWMACHINE TRAILS PROGRAM GRANT APPLICATION

1. Organization	<input type="text"/>
2. Contact Name	<input type="text"/>
3. Address	<input type="text"/>
4. Tax/EIN ID	<input type="text"/>
5. Phone number	<input type="text"/>
6. Email address	<input type="text"/>

Project Information

Please provide the following information. All applicable information must be included to be considered for award.

Grooming Pool

Indicate which approved Grooming Pool location where grooming will occur:

- Big Lake Area
- Caribou Hills North
- Caribou Hills South
- Chena Area
- Denali Highway
- Hatcher Pass Management Area
- Juneau Area
- Lake Louise Area
- Lower Susitna-Yentna Area Trails
- Mid Susitna Valley Trails
- Petersville Area Trails
- Willow Area
- Other: _____

Trail Information

Provide the requested information in the table below:

List Official and Alternate trail (names) of all trails to be Groomed:

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Average Grooming Frequency (per month)

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Map

- Provide one (1) map of the project work area must be attached to this application to be considered for award.
- Maps for current grooming pool trail systems can be found on the Snowmachine grooming pool website at [Program - Snowmachine Trail Grant Program - Alaska DOT&PF](#).
- Trail name(s) should be indicated on map(s). Identify start and end points of trail(s). Highlight area(s) of trail(s) to be groomed/signed.

Please describe types of users (snowmobile, ski, dog sled, fat tire bicycle, other) and any trail maintenance issues that you have encountered in prior years (spruce bark beetle, Alder brushing):

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Budget Information and Funding Calculations

- Awarded funds are based on the total amount of funds all applicants requested, divided by the entire **amount available** of funding to award. Calculated percentages are then used to award individual grants.
- There is a 9.03% match requirement. Grantees must provide a 9.03% cash or in-kind match for every dollar spent.
- Last year’s funding award amount formula excel workbook is available upon request, please email dot.snowtrails@alaska.gov to request a copy for reference.

Program details are subject to change. In the occurrence of any program changes, the webpage and SnowTrac Working Group will be notified.

Please provide the following information. All applicable information must be included to be considered for award.

Budget Summary

Labor	
Services	
Commodities	
Contractual	
= Total Funds Requested	
= Total Match Required (9.03%)	

Budget Workbook

- In order to be considered for a Snowmachine Trail Program award, an excel Budget Workbook must be included with the application.
- The Budget Workbook is found on the Snowmachine Trails Program website at [Grants - Snowmachine Trail Grant Program - Alaska DOT&PF](#).
- Final approved Budget Workbook will be reduced per line item, based on the final calculated funding percentage referenced above.

Permits

- I have obtained all necessary permits.
- I certify, no permits are required for these trails.
- Other: _____

Regulations

The following items found at the corresponding links are required to be read and understood prior to applying for a Snowmachine Trails Program grant. Applicants must comply with these regulations and be aware of how they pertain to state awards. Check the box below signifying the applicant's understanding and assertion to follow the regulations and policies outlined. Failure to do so will result in disqualification from grant consideration.

Americans with Disabilities Act

<https://www.access-board.gov/guidelines-and-standards>

The U.S. Access Board is a federal agency that promotes equality for people with disabilities through leadership in accessible design and the development of accessibility guidelines and standards for the built environment, transportation, communication, medical diagnostic equipment, and information technology.

Alaska Human Rights Commission

<https://humanrights.alaska.gov/>

The Alaska State Commission for Human Rights is the state agency that enforces the Alaska Human Rights Law, AS 18.80. The Commission has statewide powers and accepts and investigates complaints from individuals across all regions of the state. The Commission's mission is to eliminate and prevent discrimination for all Alaskans.

In Alaska it is illegal to discriminate in: Employment; Places of Public; Accommodation; Sale or Rental of Real Property; Financing and Credit; Practices by the State or its Political Subdivisions because of: Race; Color; Religion; Sex; National Origin; Physical or Mental Disability and in some instances because of: Age; Marital Status; Changes in Marital Status; Pregnancy; Parenthood.

Department of Transportation and Public Facilities

It is the policy of the Department of Transportation & Public Facilities (DOT&PF) that no person shall be excluded from participation in, or be denied benefits of any and all programs or activities we provide based on race, religion, color, gender, age, marital status, ability, or national origin, regardless of the funding source including Federal Transit Administration, Federal Aviation Administration, Federal Highway Administration and State of Alaska Funds. The State of Alaska Department of Transportation & Public Facilities (DOT&PF) complies with Title II of the Americans with Disabilities Act of 1990. Persons with a hearing impairment can contact the department by dialing Alaska Relay at 711 and asking the communication assistant to call the telephone number listed. We are also able to offer, upon request, reasonable accommodations for the special needs related to disabilities.

Acknowledgement

In order to be considered for award, this application and its supporting documents must be submitted by Application Due Date. No applications or attachments will be accepted after that date. Applicants that do not follow the instructions in this application will not be considered for award. Incomplete applications will also not be considered. Applications containing fraudulent or inaccurate information will be excluded from consideration.

Applications must be signed by an authorized individual to be valid. By signing this application, the signer attests that they are authorized to request grant funding on behalf of the applying organization. Furthermore, the signer validates that all information in this application and the required attachments are true and correct. The signer also acknowledges that they and their organization will be held responsible for misused grant funds and will be prosecuted to the full extent of the law in the event of fraud or misuse of federal grant funds. It is the signer’s responsibility to engage this grant program with integrity and ensure grant funds are spent only on appropriate and allowable costs.

I have read the required reading above and will comply with these regulations.

Authorized Signature

Date

Printed Name of authorized individual:

Title of authorized individual:

Phone Number:

Email Address:

Application Check list and Required Documents

This application requires additional documents to ensure your application packet is complete. Please organize, clearly label, and submit this application packet with documents in the following order:

- Completed Snowmachine Trail Program Grant Application

- One (1) Map, found on the Snowmachine grooming pool website – [Program - Snowmachine Trail Grant Program - Alaska DOT&PF](#).
[Trail name(s) should be indicated on map(s). Identify start and end points of trail(s).
Highlight area(s) of trail(s) to be groomed/signed.

- Budget Workbook [excel spreadsheet].
found on state website at [Grants - Snowmachine Trail Grant Program - Alaska DOT&PF](#).

- Copy of organization’s liability insurance.

- Permit

Submission of Application Packet

Please name your submission attachments as follows.

- SNOW25_(Project Name)(Attachment Name)

Example:

- SNOW25_HappyTrailApplication
- SNOW25_HappyTrailBudgetWorkbook.xls
- SNOW25_HappyTrailPermits
- SNOW25_HappyTrailInsurance
- SNOW25_HappyTrailMap

Please submit your application packet attachments in order as outlined on Page 3, “**Application and Required Attachments.**”

SUBMIT APPLICATION AND ALL REQUIRED ATTACHMENTS ELECTRONICALLY or VIA (PDF and EXCEL) TO THE EMAIL ADDRESS BELOW.

Email: dot.snowtrails@alaska.gov

DOT&PF will review applications at a high level within 3 business days and let you know that they have been received and if any major information is missing.