The Cedar Trails Partnership, a non-profit volunteer group advocating the safe and enjoyable use of the Cedar Valley recreational trail system, as identified by the Cedar Valley Trail guide, is inviting applications for financial aid for projects that will further the Partnership's goals.

Eligible Projects

Cedar Trails Partnership grants may be used as matching funds or primary funds for trail projects in Black Hawk and contiguous counties. Eligible projects include those that will:

* expand or improve the recreational trail system
* maintain the trails to the highest obtainable standards of safety, beauty and utility
* promote the trail system as a recreational resource and a vacation and tourism destination
* educate trail users in trail etiquette and safe trail use

Minimum grant: $500
Maximum grant: $2,500
Application deadline: February 14, 2020
Announcement of grant awards: May 2020

Recognition Stipulation

Any project funded partially or in whole by the Cedar Trails Partnership must bear the words "Provided by the Cedar Trails Partnership," or words to that effect. The Partnership shall have final approval of all media releases concerning this grant and of the recognition of this grant as a funding source for the project.

Policies

The Cedar Trails Partnership grants will be made periodically with funds generated by the Cedar Trails Festival and other activities. The Partnership gives higher priority to projects that provide long-term benefits to the Cedar Valley recreational trail system and its users. See the attached Project Selection Criteria.

Grant Decisions

All requests for funds are voted upon by the board of the Cedar Trails Partnership. Board Members who are employed by or otherwise involved with the applicants shall abstain from the vote, though they may participate in the discussion of the applications. The
Partnership will send written notice to all applicants informing them of the board's decision.

**Cedar Trails Partnership Grant Application Guidelines**

**I. General Information**

A. Name of project __________________________________________________________

B. Name of organization ____________________________________________________

C. Mailing address _________________________________________________________

D. Names and qualifications of persons who will administer the grant
   __________________________________________________________

E. Contact person, title, email and phone number ____________________________
   __________________________________________________________

**II. Project Description**

A. Primary project type (choose one; no priority is assigned to any of these categories):
   1. Trail construction or repair
   2. Trail enhancement and/or beautification
   3. Trail-specific maintenance equipment
   4. Trail use promotion
   5. Trail safety promotion

   **Note:** Planning or study projects, and funding for operational staff costs are not eligible for Cedar Trails Partnership grants.

B. Need being addressed and expected benefits.

C. Specific project plan, including short-term, measurable objectives and long-term goal. For trail enhancement or construction projects, a site plan and/or cross section is required.

D. Timetable for project. Funds must be spent and documentation submitted within 24 months of award.
III. Financial Information

A. Attach copy of project budget including:

<table>
<thead>
<tr>
<th></th>
<th>CTP Grant</th>
<th>Other Fund Source</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Materials</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplies</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (specify)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

B. Three bids will be required for purchases of all supplies and materials over $500 in cost.

C. Whenever possible and fiscally prudent, supplies, materials and services shall be purchased from suppliers and/or vendors with offices in Black Hawk County.

D. Specify amount requested from the Cedar Trails Partnership and desired timing of grant payment.

E. Specify amount requested from all other funding sources.

F. Include the following:

Make check payable to ____________________________

IV. Application format (electronic version available at the CTP web site)

A. Please limit application to 750 words or less.

B. Applications will be accepted in electronic or paper format. Electronic applications can be emailed to: trails@cedartrailspartnership.org

C. Paper applications can be mailed to:

Cedar Trails Partnership
ATT: Partnership Grant Committee
6510 Hudson Road
Cedar Falls, IA 50613
D. All applications must be received no later than February 14, 2020.

**Cedar Trails Partnership Grant**

**Project Scoring Criteria**

Applications shall be judged on the basis of the following criteria, though the project's score may not be the only factor considered in the decision:

1. Degree to which the project impacts all trail users (20 points maximum).
2. Degree to which the project impacts the safety of trail users (20 points maximum).
3. Degree to which the project enhances the trail environment (20 points maximum).
4. Degree to which the project uses grant funds to leverage greater public or private investment in the form of services and materials as well as dollars (15 points maximum).
5. Degree to which capital improvement projects can be shared between organizations or other government agencies (15 points maximum).
6. Degree to which the project promotes and recognizes the Partnership (10 points maximum).
7. Degree to which the project involves other community groups (10 points maximum).
8. Grantee's future commitment to the project (10 points maximum).
9. Degree to which the project promotes increased trail usage and local tourism (10 points maximum).