



Katie Hobbs
Governor



Bob Broscheid
Executive Director



NOTICE OF MEETING
of
THE ARIZONA STATE PARKS BOARD
of
THE ARIZONA STATE PARKS AND TRAILS

Pursuant to A.R.S. §38-431.02 notice is hereby given to members of the Arizona State Parks Board ("Board") and the public that **the Board will hold a meeting on Thursday, September 17, 2026 beginning at 10:00am. Board members may attend the meeting in person or participate telephonically. The public may attend and listen to the meeting at the Arizona State Parks Trails office located at 1110 W Washington St, Suite 100, Phoenix, AZ 85007. Physical access to the meeting place will be fifteen (15) minutes prior to the start of the meeting. Members of the public may also listen/view the meeting via telephone by calling 1-218-296-8127 and entering the passcode 292646421# or via YouTube:**<https://youtube.com/live/VLe2tdn2kJ0?feature=share>.

In person or telephonic public comment will be taken. If choosing to speak in person, the speaker will be asked to complete a form which will be made available at the Arizona State Parks and Trails office on the meeting day and submit to staff. If choosing to speak via telephone, persons who wish to make statements to the Board will be asked to identify themselves each time they are speaking. Please ensure phones are muted when not speaking.

This meeting is open to the public; however, the Board may elect to hold an Executive Session for any agenda items at any time during the meeting to discuss or consult with its legal counsel for legal advice on matters listed on this agenda pursuant to A.R.S. §38-431.03(A)(3). Items on the agenda may be discussed out of order unless they have been specifically noted to be set for a certain time. Public comment will be taken.

AGENDA
(The Chair reserves the right to set the order of the agenda.)

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. MEMBER ROLL CALL AND MISSION STATEMENT

D. AGENDA ITEMS

- 1. Consideration of Action to Approve Minutes of the June 18, 2026, Board Meeting–** The Board will review and may consider action to approve the Board meeting minutes from June 18, 2026.

2. Consideration of Consent Agenda: Item 2(a) through 2(e) are noticed as consent agenda items to expedite action. Documentation concerning matters on the consent agenda may be reviewed in the Board meeting packet posted at <https://azstateparks.com/board> and at the Arizona State Parks and Trails Office located at 1110 W Washington Street, Suite #100, Phoenix, AZ 85007. The Board may take one vote to act on all the items on the consent agenda or may remove items for further discussion. Items not removed from the consent agenda will be considered in one motion. Items removed for clarification or discussion by the Board will be acted on as appropriate.

2a. The Board Will Consider and May Take Action to Approve, Modify, Or Deny Funding for The Submitted Fiscal Year (FY) 2026 Off-Highway Vehicle Recreation Fund Grant Application(s). (Presenter: Matt Eberhart, State Off-Highway Vehicle Coordinator)

The following grant application(s) have been submitted for funding totaling \$980,612.34.

FY26 Off-Highway Vehicle Recreation Fund Grant Application(s)				
Sponsor	Project	Request	Staff/OHVAG/AORCC Recommendation	Score
Wellton Police Department	Wellton Regional OHV Safety, Enforcement, and Resource Protection Initiative	\$338,199.73	\$338,199.73	50
BLM: Arizona Strip Field Office	Arizona Strip OHV Road and Support Facility Maintenance	\$467,412.61	\$467,412.61	40
Picacho Peak State Park	Picacho Peak State Park Buckeye Camera System	\$75,000.00	\$75,000.00	29
Cottonwood Police Department	Cottonwood Police OHV 2026	\$100,000.00	\$100,000.00	29
TOTAL		\$980,612.34	\$980,612.34	

2b. The Board Will Consider and May Take Action to Approve, Modify, Or Deny Funding for the submitted Fiscal Year (FY) 2027 Off-Highway Vehicle Recreation Fund Grant Application(s). (Presenter: Matthew Eberhart, State Off-Highway Vehicle Coordinator).

The following grant application(s) have been submitted for funding totaling \$2,183,500.00.

FY27 Off-Highway Vehicle Recreation Fund Grant Application(s)						
Sponsor	Project	Request	Staff Recommendation	OHVAG	AORCC	Score
National Forest Foundation	Wildcat OHV Staging Area Improvements	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00	\$1,500,000.00	71
Prescott Valley Police Department	PVPD Trail Patrol OHV Project	\$108,500.00	\$108,500.00	\$108,500.00	\$108,500.00	38
Sedona Police Department	Sedona Police Law Enforcement OHV	\$125,000.00	\$125,000.00	\$125,000.00	\$125,000.00	36
Coconino County Sheriff's Office	OHV Enforcement and Community Engagement	\$450,000.00	\$450,000.00	*\$450,000.00	**\$550,000.00	29
TOTAL		\$2,183,500.00	\$2,183,500.00	\$2,183,500.00	\$2,283,500.00	

**OHVAG Recommended to move \$100K from storage facility to a 3rd OHV purchase*

*** AORCC recommended to add \$100K to provide additional(3rd) OHV and storage facility*

2c. The Board Will Consider and May Take Action to Approve, Modify, Or Deny Funding for The Submitted 2026 Heritage Fund Local, Regional and State Parks (LRSP) Grant Application(s). (Presenter: Juan Colorado-Alvarez, Planner III)

The following grant application(s) have been submitted for funding totaling \$666,103.00.

2026 Heritage Fund Local, Regional, and State Parks (LRSP) Grant Application(s)				
Sponsor	Project	Request	Staff/AORCC Recommendation	Score
Wheel Fun	Short Creek Valley Bike Skills Park	\$100,000.00	\$100,000.00	73.00
Colorado River Indian Tribes	Ahakhav Tribal Preserve Playground Replacement	\$100,000.00	\$100,000.00	72.25
City of Holbrook	Hunt Park Basketball and Pickleball Court Development	\$100,000.00	\$100,000.00	57.50
Yuma Crossing National Heritage Area	Outdoor Recreational Lighting at Colorado River State Historic Park	\$100,000.00	\$0.00	57.00
Hualapai Tribe	Restroom for Peach Springs' Route 66 Park	\$100,000.00	\$0.00	55.00
City of Benson	Lions Park Ramada	\$72,820.00	\$0.00	46.50
City of San Luis	San Luis East Community Park	\$93,283.00	\$0.00	45.25
TOTAL		\$666,103.00	\$300,000.00	

2d. The Board Will Consider and May Take Action to Approve, Modify, Or Deny Funding for the Submitted 2026 Heritage Fund Non-Motorized Trail Grant Application(s). (Presenter: Juan Colorado-Alvarez, Planner III).

The following grant applications(s) have been submitted for funding totaling \$140,000.00.

2026 Heritage Fund Non-Motorized Trail Grant Application(s)				
Sponsor	Project	Request	Staff/AORCC Recommendation	Score
Wheel Fun	Short Creek Valley Bike Skills Park Phase I	\$20,000.00	\$20,000.00	72.25
FE Racing	New Trail Construction	\$20,000.00	\$20,000.00	62.00
Hawes Trail Alliance	Hawes Master Plan Trail Development	\$20,000.00	\$20,000.00	59.50
City of Benson	Lions Park ADA Trail	\$20,000.00	\$20,000.00	58.00
City of Holbrook	McLaws Road to Lewis Park Biking/Walking Path	\$20,000.00	\$20,000.00	54.50
El Grupo Youth Cycling	100 Acre Bike Park Initiative	\$20,000.00	\$0.00	39.50
Town of Eagar	Rumsey Memorial Park Safety Enhancements	\$20,000.00	\$0.00	29.25
TOTAL		\$140,000.00	\$100,000.00	

2e. The Board Will Consider and May Take Action to Approve, Modify, Or Deny Funding to reinstate members to the Arizona State Committee on Trails (ASCOT). (Presenter: Alec

Wilcox, Grant Administrator) ASCOT will review and Approve or Deny staff's recommendations to reinstate two (2) members to ASCOT for a second consecutive term.

Staff Recommendation			
Name	Organization	Term	Term Period
Shannon Adams	City of Show Low	2nd	January 2026 - December 2028
James Terlep	Pima Trails Association	2nd	January 2026 - December 2028

3. The Board Will Consider and May Take Action to Approve, Modify, Or Deny Funding for the OHV Ambassador Program Request for Proposal (RFP). (Presenter: Nina Lindsey, Chief of Grants and Trails). The Board will vote on whether to approve the use of Off-Highway Vehicle Recreation Funds for the administration of the OHV Ambassador Program.

4. OHV Mitigation Grant Working Group Update. (Presenter: Nina Lindsey, Chief of Grants and Trails). Arizona State Parks and Trails Chief of Grants and Trails will provide the Group with an update on the OHV Mitigation Grant Working Group and the proposed project criteria that will be used to administer these types of grants. This agenda item is for informational purposes only.

5. Off-Highway Vehicle Economic Impact Study Update. (Presenter: Dr. Dawn Collins, Executive Project Manager, and Dr. Dari Duval, U of A Cooperative Extension Economist) The Group will be updated on the proposed OHV Economic Impact Plan. The Group will provide input to Dr. Collins and Duval regarding their interest in involvement and how to help make the project successful. This item is for information purposes only.

6. The Board Will Consider and May Take Action to Approve or Modify, Or Deny the Proposed Route 66 Historic Revitalization Grant Scoring Criteria. (Presenter: Jessica LaPota, Grants Coordinator, State Historic Preservation Office). The Board will review and may consider action.

7. The Board Will Consider and May Take Action to Approve or Modify, Or Deny ASPT to accept the donation of the south parcel of the Del Rio Springs property (Presenters: Kevin Brock, CFO and Jody Norris Protection Program Director, The Nature Conservancy in AZ) .

8. Budget update (Presenter: Kevin Brock, CFO) This agenda item is for informational purposes only.

9. SHPO Statewide Planning (Presenter: Kathryn Leonard and Deb Pryor) State Historic Preservation Officer Kathryn Leonard and consultant Deb Pryor of Partners in Brainstorms will provide an overview of the Arizona Statewide Comprehensive Preservation Plan, the draft of which will be released to the Board and the public in October. This agenda item is for informational purposes only.

10. Sun Corridor Trail Presentation. (Presenter: RJ Cardin) RJ Cardin will discuss the Sun Corridor Trail, trail connectivity, and how you can get involved. This agenda item is for informational purposes only.

E. FUTURE AGENDA ITEMS

Board members may identify items or issues they wish to be considered for inclusion on a future agenda.

F. EXECUTIVE DIRECTOR'S REPORT ON CURRENT EVENTS

The Executive Director may present a summary of current events and /or recent experiences of interest to

the outdoor recreation community and/or the status of any projects with which they may be involved. The Board will not discuss or take any action on any current event summary.

G. CURRENT EVENTS

Board members may present a summary of current events and /or recent experiences of interest to the outdoor recreation community and/or the status of any projects with which they may be involved. The Board will not discuss or take any action on any current event summary.

H. CALL TO THE PUBLIC

The Chair will recognize those wishing to address the Board. It is probable that each presentation will be limited to one person per organization and the time allotted by the Chair. Action taken because of acknowledgement of comments and suggestions from the public will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.

I. FUTURE MEETING DATES:

Arizona State Parks Board Tentative 2026 Meeting Schedule	
Date	Location
Thursday, December 17, 2026	Central Office

J. ADJOURNMENT:

Pursuant to A.R.S. §38-509 Board member conflict of interest forms are available for public inspection along with a copy of this agenda and any background material provided to Board members at Arizona State Parks and Trails, 1110 W. Washington Street, Suite #100., Phoenix, AZ 85007. For additional information, contact Pamela Cason at 480-622-4559. Pursuant to Title II of the Americans with Disabilities Act (ADA), Arizona State Parks & Trails does not discriminate based on a disability regarding admission to public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the ADA Coordinator Thomas Beranek at (602) 542-7389; or email tberanek@azstateparks.gov. Requests should be made as early as possible to allow time to arrange the accommodation. For technical difficulties during the teleconference meeting, please contact Pamela Cason at 480-622-4559 or via email pcason@azstateparks.gov.

Posted at: Arizona State Parks and Trails
1110 West Washington St, Suite 100, Phoenix, AZ 85007

And at: <https://azstateparks.com/arizona-state-parks-board>



Bob Broscheid: Executive Director



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DRAFT MINUTES

of

THE ARIZONA STATE PARKS BOARD

of

THE ARIZONA STATE PARKS AND TRAILS

June 18, 2026

Meeting location: Arizona State Parks and Trails, 1110 W Washington St., Suite #100, Phoenix, Arizona, 85007

Members present: John Sefton, Dale Larsen, Sarah King

Members participating telephonically: Robyn Sahid, Terri Palmberg

Members absent:

ASPT Staff Present: Bob Broscheid, Sarah Webber, Pamela Cason, Woody Gresko, Kevin Brock, Mark Weise, Brittany Hudson, Cora Winans, Tom Kmetz,

Arizona AG Office: Wesley Gerard, Laurie Hachtel, Arizona State Parks Board attorney

YouTube live stream: https://youtube.com/live/44Ti3c5_6jI?feature=share.

A. CALL TO ORDER

Chairman Sefton of the Arizona State Parks Board called the meeting to order at 10:00 am.

B. PLEDGE OF ALLEGIANCE

Member Sarah King led Board members in reciting the Pledge of Allegiance.

C. MEMBER ROLL CALL AND MISSION STATEMENT

Pamela Cason did the role call and all members were present.

D. AGENDA ITEMS

1. Consideration of Action to Approve Minutes of the April 16, 2026, Board Meeting.

The Board approved the Board meeting minutes from April 16, 2026. Vice Chair Dale Larsen made a motion to approve the minutes as presented from April 16, 2026. Member Terri Palmberg seconded the motion. The motion passed unanimously.

2. Legislative Update. (Presenter: Brittany Hudson, Legislative Liaison)

The Board was briefed on the 2026 Arizona State Legislative session. This agenda item is for information only.

3. FY27 Budget Highlights and Financial Overview (Presenter Kevin Brock, Chief Financial Officer) This agenda item is for information only.

Current SPURF Cash Balance: \$30.3 Million.

An \$8.6 million budget sweep from SPURF to the State General Fund was



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implemented. This is the first sweep of this fund since its creation post-2008 recession.

\$10 million was reinstated/extended until 2028 for the development of Veterans Memorial State Park.

New Appropriations: \$541,000 for wastewater projects, \$242,000 for broadband projects, and \$3,552,200 for major maintenance.

The operating state park revenue fund received a \$1 million increase to support 11 new Full-Time Equivalents (FTEs).

12-month data following the Feb 2025 fee increase showed an operating revenue of \$27.2 million (a 22% or \$5 million increase), slightly below the 25% target.

Overall visitation dropped 11%, tracking with national outdoor recreation trends.

A newly introduced \$20 cancellation fee successfully altered user behavior; slashing park cancellations by over 50% (from 45,000 down to roughly 20,000).

The board members noted that because of the budget sweep, there will be no new capital plans or projects submitted to the DOA, effectively stalling development priorities and prioritizing catastrophic maintenance over new infrastructure.

4. Picket Post Update. (Presenter: Kevin Brock, Chief Financial Officer)

The Board reviewed a proposal for a direct property sale of the unutilized 30-acre historical Picket Post parcel (including the 6,400 sq. ft. mansion) to the adjacent Boyce Thompson Arboretum.

Two specialized independent appraisals valued the property at \$690,000 and \$968,000 (accounting for hazardous waste remediation factors).

Kim Gray outlined the Arboretum's board-approved intent to invest \$20 to \$30 million to historically restore the property, introduce native plant research facilities, and open it for public tours. The Town of Superior and its mayor actively support the vision.

Member Sarah King moved that the board approve the sale of the Picket Post House to Boyce Thompson Arboretum for no less than \$690,000, subject to the statutory requirements of ARS 41-511.054 and ARS 37-83. Seconded by Dale Larson. Motion passed unanimously via roll call vote.



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5. Strategic Plan 2026-27 Overview (Presenter: Cora Winans, Director of Human Resource)

Five-Year Outcomes (Targets through FY 2029):

Trail Expansion: Achieved 35.7 miles of non-motorized trail development in FY26, bringing the current running total to 103 miles out of a 200-mile goal.

Deferred Maintenance: Completed 8 out of 12 targeted projects as of Q3 FY26 (including the Fool Hollow water lines project).

Visitor Growth: Surpassed expectations by driving a 43% increase in family campout participation (beating the 15% target). Target set for 200 families in FY27.

Employee Index: Shifted employee engagement metrics upwards from 73% (2025) to 76% in FY26. Collected 43 internal innovative idea submissions via the Innovation Hub.

6. IT Updates. (Presenter: David Gilbert, Chief Information Officer)

Cyber Security: Lifted the state agency's cyber security compliance stance from 61% to 76% (targeting 85% compliance under Department of Homeland Security metrics).

Broadband Rollout: Progressing park connections via ASZNet. State parks central office, Dead Horse, Kartchner Caverns, Lost Dutchman, and Patagonia are updated; Lake Havasu is slated to go live with broadband within 30 days.

Infrastructure Strategy: Transitioning failing/outdated terrestrial landlines to modern wireless solutions (Verizon) to mitigate weather outages.

7. Visitor Survey. (Presenter: Michelle Thompson, Deputy Assistant Director)

Survey Metrics: Compiled 10,693 comprehensive surveys during the calendar year 2025 via AmeriCorps interns.

Completion Methods: 70% in-person, 22% email, 8% QR code.

Demographics: 59% Arizona residents, 34% out-of-state, 3% international (led by Canadians). Visitors skew highly educated (predominantly holding Bachelor's and Master's degrees) and affluent.

Key Insight: Disproved assumptions about generational tech preferences—the 65+ age demographic reported the highest reliance/importance on digital services



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(emergency calling/streaming) while in the parks, though all demographics emphasize a desire to "disconnect."

Satisfaction: The vast majority rated their overall state parks experience as "Excellent" or "Good."

8. 2025 Economic Impact Study Presentation (Presenter: Dari Duval, University of Arizona)

State park visitors generated \$355 million in spending within a 50-mile radius of the parks during 2025. \$308 million of this total was driven by non-local visitors.

Total economic output/contribution (accounting for multiplier ripple effects) reached \$555 million in sales, translating to \$273 million in State GDP and supporting roughly 3,000 jobs.

The parks generated \$18 million in state tax revenue and \$14 million in local/county tax revenue, reinforcing the agency's narrative of fueling the economy without requiring state taxpayer funds.

E. FUTURE AGENDA ITEMS

Board members may identify items or issues they wish to be considered for inclusion on a future agenda.

There were no items.

F. EXECUTIVE DIRECTOR'S REPORT ON CURRENT EVENTS

The Executive Director may present a summary of current events and /or recent experiences of interest to the outdoor recreation community and/or the status of any projects with which they may be involved. The Board will not discuss or take any action on any current event summary.

Terrain Hopper Launch: *Officially debuted the off-road mobility vehicle program at Rockin' River Ranch on May 1st to support ADA accessibility. The program will roll out next to Oracle and Lake Havasu state parks this summer. Special thanks were given to staff member Jeff for mapping the trails.*

Great Outdoors Month: *Celebrated in June; Deputy Chief of Staff Larry Sandigo traveled to Fool Hollow State Recreation Area to issue the official Governor's proclamation.*



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America 250: Engaging nearly 2,900 current participants in hiking, birding, and off-highway vehicle (OHV) milestone challenges.

Washington D.C. Mall Representation: Staff members Shannon (Riordan Mansion) and Curtis (Tombstone Courthouse) were selected to represent Arizona State Parks at the Great American State Fair on the National Mall around July 4th.

G. CURRENT EVENTS

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H. CALL TO THE PUBLIC

The Chair will recognize those wishing to address the Board. It is probable that each presentation will be limited to one person per organization and the time allotted by the Chair. Action taken because of acknowledgement of comments and suggestions from the public will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date.

I. FUTURE MEETING DATES

Arizona State Parks Board Tentative 2026 Meeting Schedule	
Date	Location
Thursday, September 17, 2026	Rockin River Ranch State Park
Thursday, December 17, 2026	Central Office

J. ADJOURNMENT: *The meeting adjourned at 11:42 AM.*

2490 - Arizona Strip OHV Road and Support Facility Maintenance

Application Details

Funding Opportunity	2016-OFF-HIGHWAY VEHICLE RECREATION FUND - FY26	Initial Submit Date	Apr 29, 2026 11:33 AM
Funding Opportunity Due Date	Apr 30, 2026 11:59 PM	Initially Submitted By	Ryan Anthony
Program Area	Off-Highway Vehicle Recreation Fund	Last Submit Date	
Status	Under Review	Last Submitted By	
Stage	Final Application	Contact Information	

Primary Contact Information

Active User	Yes		
Type	External User		
Name	Mr. Ryan	Middle Name	Anthony
	Salutation	First Name	Last Name
Title	AZ Travel and Trails BLM		
Email	ranthony@blm.gov		
Address	One North Central #800		
	Phoenix	Arizona	85004
	City	State/Province	Postal Code/Zip
Phone	602-417-9309	Ext.	
	Phone		
	###-###-####		
Fax	###-###-####		

Organization Information

Status	Approved
Name	Bureau of Land Management, Arizona Strip Field Office
Organization Type	Federal Government
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	PZ000015248
	https://app.az.gov or Help Desk @602-542-7600
Remit Address is the address where Parks would send the payment to your agency.	
The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.	
ADDRESS CODE	P0026
	REMITTANCE ADDRESS
SAM UEI #	
SAM Validation	
SAM Expiration Date	
SAM Exclusion Flag	
SAM Last Updated	
Organization Website	blm.gov
Address	345 E Riverside Dr
	St. George Utah
	City State/Province
County	Mohave County 84790
	Postal Code/Zip
Phone	(435) 688-3264 Ext.
	###-###-####
Fax	###-###-####
E-mail Address	jjasper@blm.gov

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?	Yes
AGENCY/ORGANIZATION ADDRESS	4001 East Aviator Drive
	Street
City	St. George 84790
	City Zip
Is your organization designated as a Non-Profit?	No
PROJECT COORDINATOR	Randy Beckstrand Assistant Field Manager - AZ Strip Field Office
	Name Title
E-MAIL	rbeckstrand@blm.gov
PHONE	435-688-3288
SECONDARY PROJECT COORDINATOR	Ryan Anthony BLM AZ Travel and Trails State Lead
	Name Title
E-MAIL	ranthony@blm.gov
PHONE	602-417-9309

PROJECT INFORMATION

Provide nearest town/city to project location	Littlefield
CONGRESSIONAL DISTRICT	9
	Congressional Districts
If project crosses over more than 1 congressional district enter additional district here.	
ADDITIONAL CONGRESSIONAL DISTRICT	2
AZ LEGISLATIVE DISTRICT	30
	Legislative Districts
If project crosses over more than 1 legislative district enter additional district here.	
ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE	6
COUNTY	Coconino County,Mohave County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?
This field is limited to 4,000 characters.

Brief Description of Project

Lime Kiln Road is an OHV road that provides access to Grand Canyon-Parashant National Monument, the Line Kiln Canyon climbing area, Lime Kiln Mountain, and other scenic areas on the Arizona Strip. The Lime Kiln Road has been frequently used by All Terrain Vehicles (ATVs) and Jeep touring users in this remote area, with some OHV users also navigating this road to reach the Lime Kiln Canyon for rock climbing. The road is a winding, unpaved mountain road that had been experiencing heavily increasing use by OHVs since 2015. In recent years, however, the surface of Lime Kiln Road has fallen into significant disrepair. Parts of the road have become unsuitable and dangerous for use by almost all OHV users. The road needs to be roto-milled and compacted to make it passable and safe again. The Lime Kiln Canyon climbing area also has a single vault toilet that needs maintenance and requires biannual pumping along with two other OHV accessible toilet facilities (Mt. Trumbull Schoolhouse and Little Black Mtn Petroglyph site).

The Virgin River Canyon Recreation Area serves as a gateway to motorized recreation in the Grand Canyon area. It has 3 flush-toilet restrooms that need regular cleaning (mid-February to the end of March and October through November). The site has an annual visitation of just under 70,000 per year. Additional details attached in proposal document.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail? No

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-Kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope Item #4 Land Acquisition

Parcel No.	Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Lime Kiln OHV Road Roto-mill Maintenance	10.00	Mile(s)	\$16,379.09	\$163,790.90	\$3,790.90	\$160,000.00	January 2027	December 2029
Lime Kiln OHV Road Mobilization/Demobilization	1.00	Each	\$40,189.54	\$40,189.54	\$189.54	\$40,000.00	January 2027	December 2029
Virgin River Canyon Recreation Area Toilet Cleaning and Maintenance	5595.00	Each	\$43.35	\$242,543.25	\$3,790.80	\$238,752.45	January 2027	December 2029
Virgin River Canyon Recreation Area Trash Removal	348.00	Day(s)	\$53.02	\$18,450.96	\$3,790.80	\$14,660.16	January 2027	December 2029
Vault Toilet Cleaning, Lime Kiln, Mt Trumbull, & Little Black Mtn	6.00	Each	\$3,395.40	\$20,372.40	\$11,372.40	\$9,000.00	January 2027	December 2029
Minor Signage (Interpretive, informational, directional)	1.00	Each	\$5,473.85	\$5,473.85	\$473.85	\$5,000.00	January 2027	December 2029
BLM Cash Match, L1232	0.00	Each	\$0.00	\$0.00	\$30,000.00	\$-30,000.00	January 2027	December 2029
BLM Staff In-kind Match, OHV Outreach	40.00	Hour(s)	\$94.77	\$3,790.80	\$3,790.80	\$0.00	January 2027	December 2029
Volunteer In-kind Match	1438.00	Hour(s)	\$34.79	\$50,028.02	\$50,028.02	\$0.00	January 2027	December 2029
				\$544,639.72	\$107,227.11	\$437,412.61		

Totals	
Total Grant Request	\$437,412.61
Total Match/In-kind	\$107,227.11
Total Cost	\$544,639.72
Total Match Percentage	19.69%

Budget Notes

Budget Notes
Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails?	Yes
Please Explain	
Part of the funds will be used to repair the severely degraded Lime Kiln Road.	
Will funds be used to develop signage, maps, and educational materials?	Yes
Please Explain	
We are requesting some funds to repair, replace, or place new signs throughout the AZSFO. The signs will provide directional, interpretational, or informational value to OHV users.	
Will funds be used to promote safe and responsible recreation through education and enforcement?	Yes
Please Explain	
Though no direct grant funds are intended towards education and enforcement, part of the matching funds through in-kind BLM staff and volunteer hours will go towards promoting safe and responsible OHV recreation.	
Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities?	No
Will funds be used to obtain land for trails or trail access?	No
Will funds be used to develop or improve accessible trails or facilities?	Yes
Please Explain	
The Virgin River Canyon Recreation Area Campground has 8 ADA compliant campsites, restrooms, ramadas and picnic areas, and parking areas. Parts of the trail leading to the Virgin River Canyon are also compatible with modern adaptive recreation equipment.	
Will funds be used to develop trail management plans addressing changing conditions?	No
Will funds be used to complete environmental or cultural clearance and compliance?	No
Will funds be used to create a memorable visitor experience to support trail stewardship?	No
Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites?	No

Has your organization previously received grant funds from Arizona State Parks and Trails?

Yes

Please Explain

Various projects throughout BLM AZ have been funded by Arizona State Parks.

If awarded, how quickly can implementation of the project begin?

Please justify your response to your project's shovel-readiness.

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.
Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).
If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.
If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.
Projects must be shovel ready.*"If you do not have permission from all land managers to conduct work, your project is not shovel ready."*

Current Land Owner/Manager(s)

All work associated with this grant application will be conducted on public lands managed by the Bureau of Land Management (BLM) within the Arizona Strip Field Office.

Project Location, including Township, Range and Section.

Please include GPS Coordinates

T38N R16W S27,28,33 &34 - Limekiln Canyon Road

T41N R14W S15 - Virgin River Recreation Area

Total project area in acres (or total miles if trail)

10.00 Miles

Project Description and Impacts:

Please provide a description of any surface and/or subsurface impacts that are expected during project implementation.

The project will resurface the Lime Kiln Road by rotomilling the bedrock and angular rock on the surface. No surface impacts are expected outside of the existing road prism. Staging of heavy equipment would occur within existing areas of disturbance.

Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project

The project will resurface the Lime Kiln Road by rotomilling the bedrock and angular rock on the surface. No surface impacts are expected outside of the existing road prism. Staging of heavy equipment would occur within existing areas of disturbance.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

The road is a winding, unpaved mountain road that had been experiencing heavily increasing use by OHVs since 2015 when guide books were published for the area. In recent years, however, the surface of Lime Kiln Road has fallen into significant disrepair. Parts of the road have become unsuitable and dangerous for use by almost all OHV users. The road needs to be roto-milled and compacted to make it serviceable passable and safe again.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist?

Unknown

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area?

Unknown

Are there National Register listed or eligible sites in the Project Area?

No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?

No

Is your project area within or adjacent to a historic district?

No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination)

Mechanized Equipment

If using equipment you may use this space to provide short description

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

ADDITIONAL DOCUMENTS Upload additional surveys and any other documents related to cultural resources here

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1

Map of Proposed Lime Kiln Road Repairs.pdf

Map Upload 2

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos

* NEPA

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area?

Yes

Does the project have a determination of "may affect, likely to adversely affect"?

No

Does the project involve any permanent easement or acquisition of right-of-way?

No

Does the project involve construction in, across or adjacent to a body of water?	No
What other permits do you anticipate needing to acquire and what is the approximate time frame for each?	
Since the project is maintaining existing trails and facilities, no other permits are expected to be required.	
Please attach	
Arizona Game and Fish Environmental Review Tool report AZGFD Environmental Review Tool.pdf	
Please attach Official Species List obtained through US Fish and Wildlife Service IPaC Tool.	
IPAC list.pdf	
*CONTROL/LAND MANAGER APPROVAL	
Land Manager Approvals	
Does your organization/agency own the land on which the project is being proposed?	
Yes	
Please attach documentation showing proof of ownership below.	
Land Tenure Statement_2026 AZ State Parks Grant.pdf	
* RESOLUTION	
RESOLUTION	
Is your organization a federal, state, or tribal agency?	
Yes	
If answer is "Yes", mark this form as complete as it only pertains to local government agencies and non-profits.	
Risk Assessment	
General	
Is the organization new to managing state and/or federal funds?	
No	
Is this program new for the agency?	
No	
Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program?	
No	
Internal Controls	
Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)?	
Yes	
Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds?	
Yes	
Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?	
Yes	
Legal	
Has the organization ever been suspended or debarred?	
No	
All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.	
Please upload document showing current status of suspension and debarment from sam.gov	
We are not suspended or debarred from sam.docx	
Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?	
No	
Audit	
Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?	
No	
Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?	
No	
Financial	
Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?	
Yes	
Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?	
Yes	
Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?	
No	
In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?	
No	
Additional Information	
Determination of Risk	
Total Score	0

* CERTIFICATION

Certification

Completed by

Ryan Anthony BLM State Lead, TTM

NameTitle

Date

04/29/2026

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here

RA

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here

RA

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here

RA

Identify source of working capital and, if applicable, matching funds

Working capital: AZ BLM Account L7122 | Match in-kind volunteers | Cash match: L1232

I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here

RA

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B

Self insured.docx

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here

RA

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, ("ADA") and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements

RA

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here

RA

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

* ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
Project proposal	AZSFO Proposal.pdf	pdf	919 KB	04/29/2026 10:41 AM

2495 - Picacho Peak State Park - Buckeye Camera System -OHV Enforcement

Application Details

Funding Opportunity	2016-OFF-HIGHWAY VEHICLE RECREATION FUND - FY26	Initial Submit Date	Apr 30, 2026 2:53 PM
Funding Opportunity Due Date	Apr 30, 2026 11:59 PM	Initially Submitted By	Kristin Brown
Program Area	Off-Highway Vehicle Recreation Fund	Last Submit Date	
Status	Under Review	Last Submitted By	
Stage	Final Application	Contact Information	

Primary Contact Information

Active User	Yes
Type	External User
Name	Ms. Kristin Middle Name Brown Salutation First Name Last Name
Title	
Email	kbrown@azstateparks.gov
Address	15520 Picacho Peak Rd, I-10, Exit 219
	Picacho Arizona 85141 City State/Province Postal Code/Zip
Phone	(520) 466-3183 Ext. Phone ###-###-####
Fax	###-###-####

Organization Information

Status	Approved
Name	Arizona State Parks
Organization Type	State Agency
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	000000000 https://app.az.gov or Help Desk @602-542-7600
Remit Address is the address where Parks would send the payment to your agency. The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.	
ADDRESS CODE	REMITTANCE ADDRESS
SAM UEI #	
SAM Validation	
SAM Expiration Date	
SAM Exclusion Flag	
SAM Last Updated	
Organization Website	https://azstateparks.com/
Address	1110 W Washington, Suite 100

	Phoenix Arizona City State/Province
County	85007- Postal Code/Zip
Phone	(602) 542-6942 Ext. ###-###-####
Fax	###-###-####
E-mail Address	grantstaff@azstateparks.gov

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?	Yes
AGENCY/ORGANIZATION ADDRESS	15520 Picacho Peak Rd Street
City	Picacho 85141 City Zip
Is your organization designated as a Non-Profit?	No
PROJECT COORDINATOR	Kristin Brown Park Manager Name Title
E-MAIL	kbrown@azstateparks.gov
PHONE	520-466-3183
SECONDARY PROJECT COORDINATOR	Noah Atterbury Park Ranger Name Title
E-MAIL	natterbury@azstateparks.gov
PHONE	520-466-3183

PROJECT INFORMATION

Provide nearest town/city to project location	Picacho
CONGRESSIONAL DISTRICT	6 Congressional Districts
If project crosses over more than 1 congressional district enter additional district here.	
ADDITIONAL CONGRESSIONAL DISTRICT	
AZ LEGISLATIVE DISTRICT	16 Legislative Districts
If project crosses over more than 1 legislative district enter additional district here.	
ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE	
COUNTY	Pinal County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?
This field is limited to 4,000 characters.

Brief Description of Project

Implementing a radio controlled trail camera system for the remote backside of our property. We have problems with unauthorized OHV traffic on our official rescue road and other dirt roads on the property. These OHV operators are leaving trash, cutting new roads, and ignoring the newly added signage posted to warn them they are trespassing. Cutting these new roads, is a detriment to wildlife, and can create social trails that get our hikers lost in the unforgiving environment in this remote section of the park. We have partnered with Pinal County Sheriffs office -Rangeland Unit in an effort to mitigate these unauthorized users. They suggested this camera system that is utilized by them and other state and federal agencies in remote areas. Implementation of this system will help them better enforce the unauthorized OHV presence.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail?	No
--	----

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Installation Volunteer (MATCH)	20.00	Hour(s)	\$33.70	\$674.00	\$674.00	\$0.00	August 2026	October 2026
			\$674.00	\$674.00	\$0.00			

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Buckeye Camera System - 13 cameras/Solar, Echo, & Base Station (Shipping and tax included)	1.00	Each	\$70,000.00	\$70,000.00	\$0.00	\$70,000.00	August 2026	October 2026
IT Equipment for Visitor Center (Computer, Monitor, etc)	1.00	Other	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	August 2026	October 2026
			\$75,000.00	\$0.00	\$75,000.00			

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-Kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope Item #4 Land Acquisition

Parcel No.	Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
No Data for Table								

Totals

Total Grant Request	\$75,000.00
Total Match/In-kind	\$674.00
Total Cost	\$75,674.00
Total Match Percentage	0.89%

Budget Notes

Budget Notes
Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails?	No
Will funds be used to develop signage, maps, and educational materials?	No
Will funds be used to promote safe and responsible recreation through education and enforcement?	Yes
Please Explain	
This camera system will help us better enforce unauthorized motorized traffic on the backside of our property.	
Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities?	No
Will funds be used to obtain land for trails or trail access?	No
Will funds be used to develop or improve accessible trails or facilities?	No
Will funds be used to develop trail management plans addressing changing conditions?	No
Will funds be used to complete environmental or cultural clearance and compliance?	No
Will funds be used to create a memorable visitor experience to support trail stewardship?	No
Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites?	Yes

Please Explain
The backside of the property is not currently open to motorized use, other than park staff and first responders. The unauthorized motorized use creates safety issues for for hikers, wildlife, and rescue efforts.
Has your organization previously received grant funds from Arizona State Parks and Trails?

If awarded, how quickly can implementation of the project begin?

Please justify your response to your project's shovel-readiness.

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.
Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).
If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.
If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.
Projects must be shovel ready.*If you do not have permission from all land managers to conduct work, your project is not shovel ready.

Current Land Owner/Manager(s)

Arizona State Parks and Trails
ASLD is adjacent to project areas

Project Location, including Township, Range and Section.

Please include GPS Coordinates

Perimeter of Picacho Peak State Park land boundaries.

Pinal County Range 9 Township 9

Sections: 9, 10, 15, 21, 22, 23

Total project area in acres (or total miles if trail) 3500.00 Acres

Project Description and Impacts:

Please provide a description of any surface and/or subsurface impacts that are expected during project implementation.

This project will only involve digging small holes with hand tools to conceal battery boxes for the cameras. The cameras and echo repeater will be attached via already in place u-posts and maybe some sturdy vegetation if necessary. The ground disturbances will fall in line with the SHPO memo of understanding to ASPT.

Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project

The access routes will be on pre-established dirt roads and trail systems.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

Ground surface is in a natural undisturbed condition.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist? Unknown

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area? No

Are there National Register listed or eligible sites in the Project Area? No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area? No

Is your project area within or adjacent to a historic district? No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination) Hand Tools & Foot Traffic

If using equipment you may use this space to provide short description

We will be digging small holes to cover the batteries and housings. These holes will fall into the guidelines of our SHPO memo of Understanding. They will be less than the 1ft width, 1ft length, 1ft depth guidelines and will be done with hand tools only.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo [Final ASPT SHPO MOU.pdf](#)

ADDITIONAL DOCUMENTS Upload additional surveys and any other documents related to cultural resources here [PIPE_Cultural - DO NOT SHARE.pdf](#)

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1 [Picacho Peak Buckeye.kml](#)

Map Upload 2 [ATV Trails and Entry Points.kml](#)

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos

*** NEPA**

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area? No

Does the project involve any permanent easement or acquisition of right-of-way? No

Does the project involve construction in, across or adjacent to a body of water? No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

None

Please attach

[Arizona Game and Fish Environmental Review Tool report](#)

Please attach Official Species List obtained through US Fish and Wildlife Service IPaC Tool.

***CONTROL/LAND MANAGER APPROVAL**

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

Yes

Please attach documentation showing proof of ownership below.

[PIPE Patent 02-71-0068 Docket 626 Pgs. 613-615.pdf](#)

*** RESOLUTION**

Is your organization a federal, state, or tribal agency?

Yes

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Risk Assessment

General

Is the organization new to managing state and/or federal funds? No

Is this program new for the agency? No

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program? No

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)? Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds? Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements? Yes

Legal

Has the organization ever been suspended or debarred? No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov ASPT Active Registration .pdf

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing? No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F? No

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report? No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts? Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement? Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations? No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors? No

Additional Information

Determination of Risk

Total Score 0

Overall Risk

* CERTIFICATION

Certification

Completed by Kristin Brown Park Manager
Name Title

Date 04/27/2026

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here KB

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here KB

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here KB

Identify source of working capital and, if applicable, matching funds

ASPT Budget

I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here

KB

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B

COI Request - 19317.pdf

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here

KB

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, ("ADA") and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements

KB

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here

KB

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

* ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
Letter of Support Pinal County Sheriffs Office	Picacho Peak memo.doc	doc	265 KB	04/27/2026 08:26 AM
SHPO Memo of Understanding for State Parks - Outlines clearance for the digging scope of this project	Final ASPT SHPO MOU.pdf	pdf	335 KB	04/27/2026 08:30 AM

2497 - Wellton Regional OHV Safety, Enforcement, and Resource Protection Initiative

Application Details

Funding Opportunity	2016-OFF-HIGHWAY VEHICLE RECREATION FUND - FY26	Initial Submit Date	Apr 27, 2026 3:03 PM
Funding Opportunity Due Date	Apr 30, 2026 11:59 PM	Initially Submitted By	David Rodriguez
Program Area	Off-Highway Vehicle Recreation Fund	Last Submit Date	
Status	Under Review	Last Submitted By	
Stage	Final Application	Contact Information	

Primary Contact Information

Active User	Yes
Type	External User
Name	Salutation David Joel Rodriguez First Name Middle Name Last Name
Title	Chief of Police
Email	drodriguez@welltonaz.gov
Address	28618 Oakland Ave PO BOX 67 WELLTON Arizona 85356 City State/Province Postal Code/Zip
Phone	928-785-4887 Ext. Phone ###-###-####
Fax	928-785-4065 ###-###-####

Organization Information

Status	Approved
Name	Wellton Police Department
Organization Type	Municipal Government
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	IV0000007704 https://app.az.gov or Help Desk @602-542-7600
Remit Address is the address where Parks would send the payment to your agency. The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.	
ADDRESS CODE	I0003 REMITTANCE ADDRESS
SAM UEI #	U8XBWA4J9F95
SAM Validation	Active
SAM Expiration Date	01/27/2027
SAM Exclusion Flag	
SAM Last Updated	Aug 3, 2026 12:01 AM
Organization Website	
Address	28618 Oakland Ave PO BOX 67 WELLTON Arizona City State/Province
County	Yuma County 85356- Postal Code/Zip
Phone	928-785-4887 Ext. ###-###-####
Fax	928-785-4065 ###-###-####
E-mail Address	drodriguez@welltonaz.gov

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?	Yes
AGENCY/ORGANIZATION ADDRESS	28618 Oakland Avenue Street
City	WELLTON 85356 City Zip
Is your organization designated as a Non-Profit?	No
PROJECT COORDINATOR	David J Rodriguez Chief of Police Name Title
E-MAIL	drodriguez@welltonaz.gov
PHONE	928-785-4887
SECONDARY PROJECT COORDINATOR	Belen Medina Administrative Assistant Name Title
E-MAIL	bmedina@welltonaz.gov
PHONE	928-785-4887

PROJECT INFORMATION

Provide nearest town/city to project location	City of Yuma
CONGRESSIONAL DISTRICT	9 Congressional Districts
If project crosses over more than 1 congressional district enter additional district here.	
ADDITIONAL CONGRESSIONAL DISTRICT	7
AZ LEGISLATIVE DISTRICT	25 Legislative Districts
If project crosses over more than 1 legislative district enter additional district here.	
ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE	25
COUNTY	Yuma County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?
This field is limited to 4,000 characters.

Brief Description of Project

WPD is seeking funding through the Arizona State Parks and Trails to implement the Wellton Regional OHV Safety, Enforcement, and Resource Protection Initiative in Yuma County. This project will expand enforcement capability, improve rider safety, and protect natural resources in heavily used desert OHV areas surrounding Wellton. Funding will be used to purchase three OHVs, officer PPE, overtime for targeted patrols, and a shade structure to protect equipment from extreme desert heat. These resources will allow officers to access remote terrain not reachable by standard patrol vehicles, safely conduct enforcement, and maintain long-term readiness. The project will take place throughout Wellton and surrounding desert OHV corridors in Yuma County. The area experiences year-round use, with increased issues during summer months involving reckless juvenile riders, illegal shooting, and dumping. In winter, seasonal visitors contribute to off-trail riding, resource damage, and higher demand for enforcement. This project is proposed to address gaps in enforcement capability, limited access to remote areas, and delayed response times. The work will be accomplished through proactive patrol, targeted enforcement

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail?

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Targeted OHV Enforcement Overtime	480.00	Hour(s)	\$55.68	\$26,726.40	\$0.00	\$26,726.40	July 2026	June 2027
In-Kind Contribution- Administrative Support (Project Coordination, Reporting, Grant Management)	80.00	Hour(s)	\$37.12	\$2,969.60	\$2,969.60	\$0.00	July 2026	June 2027
				\$29,696.00	\$2,969.60	\$26,726.40		

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Mobile Radios for OHV Units (Law Enforcement Communications)	3.00	Each	\$8,322.50	\$24,967.50	\$0.00	\$24,967.50	July 2026	June 2027
LE Equipped Off-Highway Utility Vehicles (UTVs)- Law Enforcement Patrol Use	3.00	Each	\$89,541.04	\$268,623.13	\$0.00	\$268,623.13	July 2026	June 2027
Steel Vehicle Shade Structure for OHV Equipment Protection (Sun/Heat Mitigation)	1.00	Each	\$12,500.00	\$12,500.00	\$0.00	\$12,500.00	July 2026	June 2027
Officer OHV Eye Protection	10.00	Each	\$125.70	\$1,257.00	\$0.00	\$1,257.00	July 2026	June 2027
Officer OHV Protective Boots (Over-the-Ankle, Off-Road)	10.00	Each	\$206.69	\$2,066.90	\$0.00	\$2,066.90	July 2026	June 2027
In-Kind Contribution- Fuel for OHV Patrol Operations	720.00	Gallon(s)	\$4.00	\$2,880.00	\$2,880.00	\$0.00	July 2026	June 2027
Officer OHV Protective Long-Sleeve Shirts (UV/Heat Protection-4 shirts per officer)	40.00	Each	\$51.47	\$2,058.80	\$0.00	\$2,058.80	July 2026	June 2027
				\$314,353.33	\$2,880.00	\$311,473.33		

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-Kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope Item #4 Land Acquisition

Parcel No.	Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
No Data for Table								

Totals		
Total Grant Request	\$338,199.73	
Total Match/In-kind	\$5,849.60	
Total Cost	\$344,049.33	
Total Match Percentage	1.70%	

Budget Notes

Budget Notes
The proposed budget reflects reasonable, necessary, and cost-effective expenditures that directly support safe, responsible, and sustainable off-highway vehicle (OHV) recreation in Yuma County. Cost estimates are based on current market pricing, vendor quotes, and prior agency purchases. All items will be procured in accordance with applicable local and state purchasing requirements.

Funding is requested for three OHVs to provide law enforcement access to remote desert terrain, designated trail systems, and high-use recreation areas that are not accessible by standard patrol vehicles. These units will improve patrol coverage, reduce response times, and increase direct engagement with OHV users. Expanded patrol capability will improve compliance with OHV laws and help reduce unsafe riding, illegal dumping, unauthorized shooting, and off-trail travel that damages natural resources and designated routes. Costs include necessary outfitting such as emergency lighting, communication equipment, and DOT-approved safety helmets required for field operations. Three OHVs are requested to provide effective coverage across multiple recreation areas, allow two-officer deployment when needed for officer safety, and ensure continuity of operations during maintenance periods or simultaneous calls for service.

Officer PPE, including eye protection, protective boots, and long-sleeve protective shirts, is necessary for safe operation in off-road and extreme desert conditions. This equipment reduces the risk of injury from terrain hazards, flying debris, and prolonged sun exposure while allowing officers to safely conduct enforcement and rider education activities.

Overtime funding is requested for targeted patrols during peak OHV activity periods, including weekends, holidays, and seasonal population increases. Directed enforcement will increase visibility, deter violations, and promote voluntary compliance in high-use areas.

A steel shade structure is included to protect grant-funded equipment from extreme heat and sun exposure, which accelerate deterioration and increase maintenance costs. The Wellton Police Department operates from a small facility that currently lacks covered storage for vehicles and equipment. This cost-effective improvement will protect assets, extend service life, preserve the state's investment, and maintain long-term operational readiness.

This project will enhance public safety, improve rider compliance, protect natural resources, and support responsible OHV recreation. The Town of Wellton will provide in-kind support through administrative assistance, fuel, and existing officer time for project coordination, reporting, patrol support, and rider education. The project is shovel-ready and can be implemented within 60 to 90 days of award.

Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails?	No
Will funds be used to develop signage, maps, and educational materials?	Yes

Please Explain
Yes. Project efforts will include the development and distribution of educational brochures that promote safe, responsible, and lawful OHV recreation in Yuma County. Brochures will provide riders with information on designated route use, required safety practices, Arizona OHV laws, protection of natural resources, and responsible trail etiquette. Materials will also address common issues such as unsafe riding, off-trail travel, illegal dumping, and unauthorized shooting in recreation areas. These brochures will be distributed during patrol contacts, community events, and direct outreach with residents and seasonal visitors. Providing clear educational materials will support voluntary compliance, improve rider awareness, and help protect public lands and designated trail systems.

Will funds be used to promote safe and responsible recreation through education and enforcement?	Yes
--	-----

Please Explain
Project funds will be used to support both education and enforcement efforts that promote safe and responsible OHV recreation in Yuma County. Officers will patrol high-use recreation areas, make rider contacts, distribute educational brochures, and provide information on safe riding practices and Arizona OHV laws. Patrols will also address unsafe riding, off-trail travel, illegal dumping, and other violations that affect public safety and natural resources. This balanced approach helps improve rider awareness, encourage voluntary compliance, and protect local trails and public lands.

Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities?	No
Will funds be used to obtain land for trails or trail access?	No
Will funds be used to develop or improve accessible trails or facilities?	No
Will funds be used to develop trail management plans addressing changing conditions?	No
Will funds be used to complete environmental or cultural clearance and compliance?	No
Will funds be used to create a memorable visitor experience to support trail stewardship?	Yes

Please Explain	
Project funds will help create a positive and memorable visitor experience by increasing officer presence, improving rider assistance, and providing educational outreach in OHV recreation areas throughout Yuma County. Officers will make positive contacts with riders, distribute educational brochures, share safety information, and help visitors better understand designated routes, local rules, and responsible trail use. Increased patrol access in remote areas will also improve response capability when riders need assistance. These efforts help visitors feel welcomed, informed, and safe while encouraging respect for public lands, designated trail systems, and long-term trail stewardship.	
Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites?	Yes
Please Explain	
Project funds will be used to help prevent damage to sensitive environmental and cultural areas through increased patrol presence, education, and enforcement in OHV recreation areas throughout Yuma County. Additional OHV patrol units will allow officers to reach remote areas more effectively, monitor problem locations, and discourage off-trail travel, illegal dumping, unauthorized shooting, and other activities that can damage natural resources or sensitive sites. Officers will also provide riders with information on staying on designated routes and respecting protected areas. While funds are not being requested for physical repairs, the project is intended to help prevent damage before it happens through visibility, outreach, and enforcement.	
Has your organization previously received grant funds from Arizona State Parks and Trails?	No
If awarded, how quickly can implementation of the project begin?	
Please justify your response to your project's shovel-readiness.	

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions	
Biggest Mistake Made: Failure to list all land managers within the project area.	
Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).	
If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.	
If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.	
Projects must be shovel ready."If you do not have permission from all land managers to conduct work, your project is not shovel ready.	
Current Land Owner/Manager(s)	
Bureau of Land Management (BLM) - Yuma Field Office; Town of Wellton, and Yuma County	
Project Location, including Township, Range and Section.	
Please include GPS Coordinates	
Project Size (acres): 1,156.03	
Lat/Long (DD) 32.6787 -113.8426 32.724054, -114.280370 32.875439, -113.692641 32.606777, -114.194616 32.719559, -114.143388	
County(s): Yuma	
AGFD Region(s): Yuma	
Township/Range(s): T10S, R17W, R18W, R19W	
USGS Quad(s): Agua Caliente; AZTEC Hills	
Total project area in acres (or total miles if trail)	1156.00 Acres
Project Description and Impacts:	
Please provide a description of any surface and/or subsurface impacts that are expected during project implementation.	
The proposed project focuses on equipment purchases and patrol operations to improve OHV safety, enforcement, and resource protection in the desert areas surrounding Wellton in Yuma County. Officers will use OHVs while patrolling existing roads, designated trails, washes, and other previously disturbed access routes commonly used for recreation and enforcement purposes.	
No new trail construction, grading, excavation, or subsurface disturbance is expected as part of this project. OHV travel will take place on existing travel corridors and established routes already used by the public and land management agencies. Surface impacts are expected to be minimal and limited to normal vehicle travel on existing routes.	
The project is expected to provide positive long-term benefits by increasing law enforcement presence in remote areas, reducing unauthorized off-trail travel, discouraging illegal dumping and unauthorized shooting, and improving compliance with OHV laws. Increased patrol capability will also help protect desert resources, preserve designated trail systems, and promote safe and responsible OHV recreation throughout the project area.	
Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project	
The proposed project focuses on equipment purchases and patrol operations to improve OHV safety, enforcement, and resource protection in the desert areas surrounding Wellton in Yuma County. Direct impact areas include existing roads, designated trails, washes, and previously disturbed access routes where OHVs will be operated for patrol, enforcement, and rider education. OHV use will remain on established travel corridors currently used by the public and land management agencies.	
Indirect impact areas may include temporary staging locations, parking areas, trailheads, and existing access points used to deploy OHVs during patrol operations. These areas are already developed or regularly used for recreation and access purposes. No new staging areas, roads, or trail construction are proposed.	
No grading, excavation, or subsurface disturbance is anticipated as part of this project. Surface impacts are expected to be minimal and limited to normal vehicle travel on existing routes. The project is expected to provide positive long-term benefits by increasing law enforcement presence in remote areas, reducing unauthorized off-trail travel, discouraging illegal dumping and unauthorized shooting, and improving compliance with OHV laws. Increased patrol capability will also help protect desert resources, preserve designated trail systems, and promote safe and responsible OHV recreation throughout the project area.	
Ground Surface Information	
Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)	
The project boundary area consists primarily of desert terrain in western Yuma County that includes a mix of natural undisturbed lands and previously disturbed travel corridors commonly used for recreation, access, and land management purposes. Ground conditions throughout the area generally consist of native desert soils, sand, gravel, rocky surfaces, washes, and sparse vegetation typical of the region.	
Previously disturbed areas within the project boundary include existing roads, designated OHV routes, two-track trails, utility corridors, trailheads, parking/staging areas, and access points that have been historically used by the public and land management agencies. These areas may show evidence of blading, grading, compaction, or repeated vehicle use.	
Undisturbed portions of the project area remain in a natural desert condition with native vegetation and undeveloped open space. No paving, grading, excavation, or new surface disturbance is proposed as part of this project.	
Has the project area been previously surveyed for cultural resources by a qualified archaeologist?	Not Applicable-Education Project
Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area?	Not Applicable-Education Project
Are there National Register listed or eligible sites in the Project Area?	No
Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?	Unknown
Is your project area within or adjacent to a historic district?	Unknown

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination)Not Applicable to Project

If using equipment you may use this space to provide short description

-N/A-

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

ADDITIONAL DOCUMENTS Upload additional surveys and any other documents related to cultural resources here

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1Wellton_Area_Map_Overview.pdf

Map Upload 2

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project PhotosPROJECT LOCATIONS.pdf

* NEPA

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area?Yes

Does the project have a determination of “may affect, likely to adversely affect”?No

Does the project involve any permanent easement or acquisition of right-of-way?No

Does the project involve construction in, across or adjacent to a body of water?No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

The project is primarily equipment acquisition and operational implementation; therefore, minimal permitting is anticipated. The steel shade structure may require local building/zoning permits through the Town of Wellton depending on final design and installation method. If required, permits are anticipated to be obtained within five (5) days. Any applicable land management coordination for patrol operations on existing public access routes will be completed during project implementation. No additional major permits are anticipated at this time.

Please attach

Arizona Game and Fish Environmental Review Tool reportAZ Environmental Review.pdf

Please attach Official Species List obtained through US Fish and Wildlife Service IPaC Tool.OFFICIAL SPECIES LIST.pdf

*CONTROL/LAND MANAGER APPROVAL

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?No

Please attach letter from Land Managing agency showing the land managing agency is aware, and supportive of the proposal.BLMSUPPORT.pdf

* RESOLUTION

RESOLUTION

Is your organization a federal, state, or tribal agency?Yes

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Risk Assessment

General

Is the organization new to managing state and/or federal funds?No

Is this program new for the agency?Yes

If yes, please explain

Yes. This is a new program opportunity for the Town of Wellton Police Department. The agency has not previously applied for or received funding through the Arizona State Parks and Trails. WPD is seeking to establish a new partnership with Arizona State Parks and Trails to improve OHV safety, enforcement, and resource protection in the Wellton and Yuma County region.

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program?No

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)?Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds?Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?Yes

Legal

Has the organization ever been suspended or debarred?No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

WelltonPDEntityInformation.pdf

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

No

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

-N/A-

Determination of Risk

Total Score

1

Overall Risk

* CERTIFICATION

Certification

Completed by

David Rodriguez Chief of Police

Name Title

Date

04/16/2026

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here

DR

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here

DR

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here

DR

Identify source of working capital and, if applicable, matching funds

-N/A-

I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here

DR

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B

INSURANCE.pdf

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here

DR

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, ("ADA") and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements

DR

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here

DR

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

* ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS				
Description	File Name	Type	Size	Upload Date
Fire Dept. Support Letter	FIREsupport.pdf	pdf	27 KB	04/16/2026 11:52 AM

Description	File Name	Type	Size	Upload Date
Power Company Support Letter	WELLTONMOHAWKSUPPORTLETTER.pdf	pdf	1 MB	04/16/2026 11:53 AM
Wellton Elementary School Support Letter	WES SUPPORT.pdf	pdf	133 KB	04/16/2026 11:52 AM

2499 - COTTONWOOD POLICE OHV 2026

Application Details

Funding Opportunity	2016-OFF-HIGHWAY VEHICLE RECREATION FUND - FY26	Initial Submit Date	Apr 27, 2026 2:14 PM
Funding Opportunity Due Date	Apr 30, 2026 11:59 PM	Initially Submitted By	James Repp
Program Area	Off-Highway Vehicle Recreation Fund	Last Submit Date	
Status	Under Review	Last Submitted By	
Stage	Final Application	Contact Information	

Primary Contact Information

Active User	Yes
Type	External User
Name	Mr. James Middle Name Repp Salutation First Name Last Name
Title	OFFICER
Email	jrepp@cottonwoodaz.gov
Address	199 S 6TH ST
Phone	COTTONWOOD Arizona 86326 City State/Province Postal Code/Zip (928) 634-4246 Ext. Phone ###-###-####
Fax	(928) 639-0611 ###-###-####

Organization Information

Status	Approved
Name	Cottonwood Police Department
Organization Type	City Agency
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	IV0000004243 https://app.az.gov or Help Desk @602-542-7600
Remit Address is the address where Parks would send the payment to your agency. The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.	
ADDRESS CODE	827 N. Main St. REMITTANCE ADDRESS
SAM UEI #	
SAM Validation	
SAM Expiration Date	
SAM Exclusion Flag	
SAM Last Updated	
Organization Website	Cottonwoodaz.gov
Address	199 S 6TH ST
County	COTTONWOOD Arizona City State/Province Yavapai County 86326 Postal Code/Zip
Phone	(928) 634-4246 Ext. ###-###-####
Fax	###-###-####
E-mail Address	jrepp@cottonwoodaz.gov

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?	Yes
AGENCY/ORGANIZATION ADDRESS	199 S. 6TH STREET Street
City	COTTONWOOD 86327 City Zip
Is your organization designated as a Non-Profit?	No
PROJECT COORDINATOR	JAMES REPP OFFICER Name Title
E-MAIL	jrepp@cottonwoodaz.gov
PHONE	928-634-4246
SECONDARY PROJECT COORDINATOR	DAVID HOLDSWORTH OFFICER Name Title
E-MAIL	dholdsworth@cottonwoodaz.gov
PHONE	928-634-4246

PROJECT INFORMATION

Provide nearest town/city to project location	COTTONWOOD, ARIZONA
CONGRESSIONAL DISTRICT	DISTRICT 2 Congressional Districts
If project crosses over more than 1 congressional district enter additional district here.	
ADDITIONAL CONGRESSIONAL DISTRICT	
AZ LEGISLATIVE DISTRICT	DISTRICT 1 Legislative Districts
If project crosses over more than 1 legislative district enter additional district here.	

ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE

COUNTY	Yavapai County
Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished? This field is limited to 4,000 characters.	

Brief Description of Project

This project will expand the Cottonwood Police Department's OHV Enforcement program by adding a second Off-Highway Vehicle and associated equipment to strengthen patrols in the Coconino and Prescott National Forests and on Arizona State Trust Lands. Funding will purchase the second enforcement vehicle to provide redundancy if the primary unit is disabled and to enable simultaneous patrols of multiple trails, improving coverage of problem areas. Increased visible law enforcement presence will promote compliance with OHV laws, slow vehicle speeds to reduce dust, keep riders on designated trails, and deter trespass and illegal littering, protecting natural resources. Routine enforcement activities will focus on the Off-Highway trail system west of Sedona (Coconino National Forest), the Mingus Mountain area (Prescott National Forest), and State Trust Lands between Cottonwood and Sedona. The work will be accomplished through coordinated patrols, targeted enforcement operations, and community outreach conducted by Cottonwood PD OHV officers.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail?

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
PERSONNEL COSTS	150.00	Hour(s)	\$75.00	\$11,250.00	\$11,250.00	\$0.00	07/01/2026	12/31/2028
				\$11,250.00	\$11,250.00	\$0.00		

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
RUGGED RADIOS SYSTEM FOR POLARIS GENERAL	1.00	Each	\$3,119.48	\$3,119.48	\$0.00	\$3,119.48	07/01/2026	12/31/2028
POLARIS GENERAL 1000 EXPEDITION RACK	1.00	Each	\$2,253.45	\$2,253.45	\$0.00	\$2,253.45	07/01/2026	12/31/2028
2026 POLARIS XPEDITION ADV 5 NORTHSTAR	1.00	Each	\$50,443.60	\$50,443.60	\$0.00	\$50,443.60	07/01/2026	12/31/2028
SPARE TIRES FOR POLARIS VEHICLES	2.00	Each	\$609.84	\$1,219.68	\$0.00	\$1,219.68	07/01/2026	12/31/2028
SPARE TIRE FOR POLARIS GENERAL TRAILER	1.00	Each	\$247.47	\$247.47	\$0.00	\$247.47	07/01/2026	12/31/2028
WRAP FOR XPEDITION	1.00	Each	\$2,600.00	\$2,600.00	\$0.00	\$2,600.00	07/01/2026	12/31/2028
EMERGENCY VEHICLE PACKAGE INSTALLED ON XPEDITION	1.00	Each	\$40,116.32	\$40,116.32	\$0.00	\$40,116.32	07/01/2026	12/31/2028
				\$100,000.00	\$0.00	\$100,000.00		

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-Kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope Item #4 Land Acquisition

Parcel No.	Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
No Data for Table								

Totals

Total Grant Request	\$100,000.00
Total Match/In-kind	\$11,250.00
Total Cost	\$111,250.00
Total Match Percentage	10.11%

Budget Notes

Budget Notes
Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails?	No
Will funds be used to develop signage, maps, and educational materials?	No
Will funds be used to promote safe and responsible recreation through education and enforcement?	Yes

Please Explain

Grant funding to expand the OHV program-through the purchase of an additional enforcement vehicle and equipment-will significantly improve patrol coverage, increase visibility, and enhance response capabilities. A stronger enforcement presence will deter unsafe riding, reduce trespass and illegal dumping, and promote compliance with designated trails, minimizing impacts to livestock, wildlife, and natural resources. The Cottonwood Police Department has demonstrated strong commitment and professionalism, having completed Arizona OHV Tactics and Training Instructor courses and regularly assisting with OHV training. CPD conducts frequent patrols in the Cottonwood and Sedona areas-regional hotspots for OHV activity and related concerns. The rapid growth of the OHV rental industry in the Cottonwood area has further increased ridership and demand for enforcement. Equipping Officers with proper resources is essential to address public safety and community concerns.

Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities?	No
Will funds be used to obtain land for trails or trail access?	No
Will funds be used to develop or improve accessible trails or facilities?	No
Will funds be used to develop trail management plans addressing changing conditions?	No
Will funds be used to complete environmental or cultural clearance and compliance?	No
Will funds be used to create a memorable visitor experience to support trail stewardship?	No
Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites?	No
Has your organization previously received grant funds from Arizona State Parks and Trails?	Yes

Please Explain

The Cottonwood Police Department has previously received grant funding from Arizona State Parks and Trails, which was used to purchase a Polaris General and trailer for OHV enforcement and education efforts. These resources have been effectively deployed in the Coconino and Prescott National Forests, enhancing CPD's ability to patrol and engage with the public. CPD personnel have also completed the Arizona Off-Highway Vehicle Tactics and Training Instructor course and regularly assist with OHV training. The department conducts consistent patrols in Cottonwood and Sedona-areas known for high OHV activity and related public concerns. As OHV use continues to increase statewide, so do safety risks and citizen complaints. CPD has demonstrated professionalism and leadership in addressing these challenges and remains committed to proactive enforcement and community education to protect public safety and natural resources.

If awarded, how quickly can implementation of the project begin?

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.
Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).
If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.
If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.
Projects must be shovel ready. *If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land Owner/Manager(s)

N/A
Project Location, including Township, Range and Section.
Please include GPS Coordinates

N/A
Total project area in acres (or total miles if trail) 0.00

Project Description and Impacts:

Please provide a description of any surface and/or subsurface impacts that are expected during project implementation.
N/A
Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project
N/A

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)
N/A
Has the project area been previously surveyed for cultural resources by a qualified archaeologist? Not Applicable-Education Project
Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area? Not Applicable-Education Project
Are there National Register listed or eligible sites in the Project Area?
Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area? Not Applicable-Education Project
Is your project area within or adjacent to a historic district? Not Applicable-Education Project
List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination) Not Applicable to Project
If using equipment you may use this space to provide short description
N/A

Cultural Clearance Review Form Attachments
A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s)
A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.
A copy of any comments
A copy of SHPO comments, if the survey report has already been reviewed by SHPO.
SHPO comments
If applicable to the project, attach a current agency Decision Memo.
A copy of a Decision Memo

ADDITIONAL DOCUMENTS Upload additional surveys and any other documents related to cultural resources here
Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1 SKM_C454e26042214201.pdf
Map Upload 2 SKM_C454e26042214200.pdf
Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section
Project Photos SKM_C451126042308400.pdf

* NEPA

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area? No
Does the project involve any permanent easement or acquisition of right-of-way? No
Does the project involve construction in, across or adjacent to a body of water? No
What other permits do you anticipate needing to acquire and what is the approximate time frame for each?
N/A
Please attach
Arizona Game and Fish Environmental Review Tool report
Please attach Official Species List obtained through US Fish and Wildlife Service IPaC Tool.

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

No

Please attach letter from Land Managing agency showing the land managing agency is aware, and supportive of the proposal.

* RESOLUTION

RESOLUTION

Is your organization a federal, state, or tribal agency?

No

If answer is "Yes", mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor Name) HELD ON (Date)

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

- 1. Approves the filing of an application for motorized or non-motorized assistance, and
- 2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and
- 3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and
- 4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and
- 5. If applicable, certifies that Project Sponsor has matching funds
- 6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.

The Sponsor authorizes as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No. 3393

Project Sponsor Name City of Cottonwood

Project Sponsor's Governing Body (if different from Sponsor Name) Cottonwood City Council

Project Title Cottonwood Police OHV 2026

Signed by

Date

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

If you have a Completed or Draft Resolution, please upload it here Res3393.docx

Risk Assessment

General

Is the organization new to managing state and/or federal funds? No

Is this program new for the agency? No

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program? No

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)? Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds? Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements? Yes

Legal

Has the organization ever been suspended or debarred? No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov EntityInformation_20260421-034137.pdf

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing? No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F? Yes

If yes, please upload a copy of your most recent Single Audit report 2025_Cottonwood City of_Single Audit_FINAL Report.pdf

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

Determination of Risk

Total Score

1

Overall Risk

* CERTIFICATION

Certification

Completed by

JAMES REPP OFFICER

NameTitle

Date

04/23/2026

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here

JR

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here

JR

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here

JR

Identify source of working capital and, if applicable, matching funds

City General Fund and the match will be in man-power hours conducting enforcement and education operations.

I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here

JR

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B

SKM_C454e26042713280.pdf

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here

JR

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, ("ADA") and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements

JR

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload				
* ADDITIONAL DOCUMENTS				
ADDITIONAL DOCUMENTS				
Description	File Name	Type	Size	Upload Date
Letter of Support from Local Rancher in Enforcement area.	Ross Support Letter.pdf	pdf	78 KB	04/23/2026 11:12 AM
Support Letter from AZ Game and Fish OHV Coordinator	AZGFD Support Letter.pdf	pdf	58 KB	04/23/2026 11:11 AM

3078 - FE Racing New Trail Construction Proposal

Application Details

Funding Opportunity		Initial Submit Date	Aug 4, 2026 6:21 PM
1616-HERITAGE FUND - Non-Motorized Trails - FY26		Initially Submitted By	David Welsh
Funding Opportunity Due Date	Aug 5, 2026 11:59 PM	Last Submit Date	
Program Area	Heritage Fund	Last Submitted By	
Status	Submitted		
Stage	Final Application		

Contact Information

Primary Contact Information

Active User	Yes		
Type	External User		
Name	Mr.	David	Middle Name
	Salutation	First Name	
	Welsh		
	Last Name		
Title			
Email	davidthomaswelsh@gmail.com		
Address	2706 N Adair Cir		

Organization Information

Status	Approved
Name	FE Racing
Organization Type	Non-Profit
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	

https://app.az.gov or Help Desk @602-542-7600

85207
Postal Code/Zip

Phone (435) 704-4005 Ext.
Phone
###-###-####

Fax ###-###-####

Remit Address is the address where Parks would send the payment to your agency.

The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

ADDRESS REMITTANCE ADDRESS
CODE

SAM UEI #

SAM Validation

SAM Expiration
Date

SAM Exclusion
Flag

SAM Last
Updated

Organization <https://bikes4kids.net>
Website

Address 477 e phelps

gilbert Arizona
City State/Province

County Maricopa County 85295-
Postal Code/Zip

Phone 480-510-5955 Ext.
###-###-####

Fax ###-###-####

E-mail Address robswe@q.com

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

**Have you discussed your
proposal with State Parks Grant
staff?**

Yes

**AGENCY/ORGANIZATION
ADDRESS**

477 E. Phelps St.
Street

City

Gilbert 85207
City Zip

**Is your organization designated
as a Non-Profit?**

Yes

**If designated as a non-profit,
please upload IRS
determination letter evidencing
tax status**

[FE Racing IRS approval non-profit.pdf](#)

PROJECT COORDINATOR

David T Welsh Grant Writer and Project Coordinator
Name Title

E-MAIL

davidthomaswelsh@gmail.com

PHONE

435-704-4005

**SECONDARY PROJECT
COORDINATOR**

Rob Sweador President
Name Title

E-MAIL

robswe@myctl.net

PHONE

480-510-5955

PROJECT INFORMATION

**Provide nearest town/city to
project location**

Mesa

CONGRESSIONAL DISTRICT

District 5

[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT

District 1

AZ LEGISLATIVE DISTRICT

District 10

[Legislative Districts](#)

If project crosses over more than 1 legislative district enter additional district here.

ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE

District 3

COUNTY

Maricopa County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

FE Racing, a local nonprofit that hosts events like the Usery Showdown, provides bikes for kids, and supports trail construction and maintenance, will help to construct four new sustainable trails in the Hawes Trail System, one of Arizona's premier recreation destinations, located on Tonto National Forest land in the Sonoran Desert. Funding will build Little Sister (beginner, 0.69 mi, a key east–west connection much easier than the current advanced route), Lightning (beginner, 0.62 mi, a fun, flowy trail), Quiet Riot (intermediate, 1.1 mi, a progression trail), and Big Thunder Mountain (intermediate, 0.92 mi, a progression trail)—3.33 miles total. Funds will also maintain existing area trails and develop new signage, maps, and educational materials on safe, responsible, and sustainable trail use.

This action is proposed to serve kids and developing riders, creating an accessible pathway for new and improving riders while improving connectivity across the system and supporting long-term trail stewardship. The trails were approved in the Tonto National Forest's April 2026 decision letter, with environmental and cultural clearance already completed. They will be built using sustainable best practices that prevent damage to sensitive environmental and cultural sites, in a scenic desert setting that offers a memorable visitor experience.

The work will be completed by FE Racing's contractor, who recently built trails in this same area and is offering a substantial discount on construction costs. The project is shovel-ready and can be completed within 6 to 12 months. FE Racing requests \$20,000 in grant funding and will cover remaining costs through matching funds and volunteer hour

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail? No

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-Kind	Total Grant Request	State Date	End Date
New trail construction	3.33	Mile(s)	\$8,418.00	\$28,031.94	\$8,031.94	\$20,000.00	Fall 2026	Fall 2027
				\$28,031.94	\$8,031.94	\$20,000.00		

Scope Item #4 Land Acquisition

Parcel No.	Estimated Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Maps, Signage, Educational Materials	1.00	Other	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	Fall 2026	Fall 2027
				\$1,000.00	\$1,000.00	\$0.00		

Totals

Total Grant Request	\$20,000.00
Total Match/In-kind	\$9,031.94
Total Cost	\$29,031.94
Total Match Percentage	31.11%

Budget Notes

Budget Notes

The contractor will provide a substantial discount as an in kind donation. Specifically, the retail price of construction would be \$70,620, but the contractor will complete this work at a reduced rate of \$28,248. Additionally, substantial volunteer hours will be tracked and submitted to Tonto National Forest as part of this project.

Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails? Yes

Please Explain

In addition to new construction, funds will support maintenance of existing trails in the Hawes Trail System to keep them safe and sustainable under rapidly growing use.

Will funds be used to develop signage, maps, and educational materials? Yes

Please Explain

Funds will support new trail signage and maps, along with educational materials on safe, responsible, and sustainable trail use aimed particularly at kids and new riders.

Will funds be used to promote safe and responsible recreation through education and enforcement? Yes

Please Explain

Funds support education promoting safe and responsible recreation through signage, maps, and youth-focused materials.

Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities? Yes

Please Explain

The core of this project is constructing four new sustainable trails, including Little Sister, a key east-west connection across Hawes that is far more approachable than the current advanced-only route.

Will funds be used to obtain land for trails or trail access? No

Will funds be used to develop or improve accessible trails or facilities? Yes

Please Explain

Two of the four trails are beginner-level and the other two are progression trails, creating an accessible pathway for kids, new riders, and users building their skills in a system that currently skews advanced.

Will funds be used to develop trail management plans addressing changing conditions? Yes

Please Explain

The trails are built under an already-completed master plan, so this project implements an existing plan that was recently developed.

Will funds be used to complete environmental or cultural clearance and compliance? No

Will funds be used to create a memorable visitor experience to support trail stewardship? Yes

Please Explain

The new trails are set in a scenic stretch of the Sonoran Desert and are designed to create a memorable first experience for young and developing riders, which FE Racing reinforces through events and community involvement.

Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites? Yes

Please Explain

Trails will be built using sustainable best practices that prevent damage to sensitive environmental and cultural sites, consistent with the resource protections in the Forest Service decision.

Has your organization previously received grant funds from Arizona State Parks and Trails? No

If awarded, how quickly can implementation of the project begin? Within Three Months of Signed Agreement

Please justify your response to your project's shovel-readiness.

This project is shovel-ready and can commence within three months of a signed agreement because every precondition to construction has been satisfied. The four trails were approved by the Tonto National Forest in its April 2026 decision letter (attached), which completed the required environmental and cultural clearance and authorized implementation, so no further NEPA analysis, archaeological survey, permitting, land acquisition, or design approval is needed. FE Racing's contractor recently built trails in this same area, is familiar with the terrain and the Forest Service's standards and resource-protection requirements, and is ready to mobilize as soon as funding is in place, eliminating any start-up lag for procurement or site

familiarization. With an established working relationship with the Mesa Ranger District and a record of supporting trail construction and maintenance in this system, FE Racing faces funding as the only remaining barrier.

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

Projects must be shovel ready. **If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land

Owner/Manager(s)

Tonto National Forest

Project Location, including

Township, Range and Section.

Please include GPS Coordinates

Mesa, Arizona. Hawes Trail System. GPS coordinates: 33.5269614, -111.6571725

***Total project area in acres (or
total miles if trail)*** 0.00

Project Description and Impacts:

***Please provide a description of
any surface and/or subsurface
impacts that are expected
during project implementation.***

Surface disturbance will be confined to 3.33 miles of new single-track trail (Little Sister, Lightning, Quiet Riot, and Big Thunder Mountain) along alignments approved in Tonto National Forest's April 2026 decision letter. Construction consists of bench-cutting and tread excavation to a typical width of 18–36 inches, clearing of the trail corridor, and shaping of drainage features such as grade reversals and rolling dips. Because two of these trails are beginner-level with gentle grades, disturbance on those segments is correspondingly minimal. Subsurface impacts are shallow and limited to the upper 6–12 inches of soil, with no bedrock excavation, no trenching, and no ground disturbance beyond what sustainable tread and drainage require. The project area was previously surveyed for cultural resources with none identified, and all work will follow the design elements specified in the Forest Service decision, including Sonoran desert tortoise avoidance protocols, protection of Murphey's agave and other native succulents, and pre-project invasive weed survey and mitigation.

Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project

Direct impacts are limited to the approved trail corridors themselves in terms of 3.33 miles of new tread across the four trails, plus the narrow cleared corridor on either side. No permanent facilities, structures, or hardened surfaces will be built as part of this project. Indirect impacts are associated with staging and access. Equipment and crews will stage at existing developed parking areas and trailheads within the Hawes Trail System, including the recently completed Red Mountain Parking Lot; no new staging areas will be cleared, graded, or constructed. Crews will reach work sites on foot using existing designated trails, and mechanized equipment will travel along the approved alignment itself rather than cross-country, keeping disturbance within the footprint already authorized for the trail. Equipment and materials will not be staged in areas infested with invasive species, consistent with the Forest Service decision.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

Natural undisturbed condition

Has the project area been previously surveyed for cultural resources by a qualified archaeologist? Yes

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area? No

Are there National Register listed or eligible sites in the Project Area? No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?

No

Is your project area within or adjacent to a historic district?

No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination)

Mechanized Equipment

If using equipment you may use this space to provide short description

Professional trail builder will use hand and mechanized equipment as authorized by the Forest Service in their approval decision memo.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s)

[R2026031200025_Hawes_2.1_Survey_Final_SRSF_redacted_Redacted.pdf](#)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

[FANEC_Hawes Trail Improvements Phase 2.pdf](#)

ADDITIONAL DOCUMENTS

Upload additional surveys and any other documents related to cultural resources here

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1

[HTA Map_MasterPlan2.1_DigitalProof V3 FINAL.pdf](#)

Map Upload 2

[HTA Master Plan 2.0 Final Map.jpg](#)

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos

[IDG_20251217_124130_052.JPG](#)

* NEPA

Environmental Checklist

Are there
threatened/endangered species
or critical habitats identified
within the project area?

No

Does the project involve any
permanent easement or
acquisition of right-of-way?

No

Does the project involve
construction in, across or
adjacent to a body of water?

No

What other permits do you
anticipate needing to acquire
and what is the approximate
time frame for each?

None

Please attach

[Arizona Game and Fish Environmental Review Tool](#)

report [project_report_hawes_master_plan_20_100949_104185.pdf](#)

Please attach Official Species
List obtained through [US Fish](#)
and [Wildlife Service IPaC Tool](#). [IPaC_Explore Location resources.pdf](#)

*CONTROL/LAND MANAGER APPROVAL

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

No

Please attach letter from Land Managing agency showing the land managing agency is aware, and supportive of the proposal.

[FANEC_Hawes Trail Improvements Phase 2.pdf](#)

* RESOLUTION

RESOLUTION

Is your organization a federal,
state, or tribal agency?

No

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

**CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor
Name)_____ HELD ON (Date) _____**

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

1. Approves the filing of an application for motorized or non-motorized assistance, and
2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and
3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and
4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and
5. If applicable, certifies that Project Sponsor has matching funds
6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No. 8.3.2026

Project Sponsor Name FE Racing

**Project Sponsor's Governing
Body (if different from Sponsor
Name)**

Project Title FE Racing New Trail Construction Proposal

Signed by David Welsh

Date 08/03/2026

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

**If you have a Completed or
Draft Resolution, please upload
it here**

Risk Assessment

General

**Is the organization new to
managing state and/or federal
funds?** No

**Is this program new for the
agency?** No

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program?

No

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)?

Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds?

Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?

Yes

Legal

Has the organization ever been suspended or debarred?

No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

[Sam Screenshot 2026-08-04 181134.jpg](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

No

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

Determination of Risk

Total Score

0

Overall Risk

**** CERTIFICATION***

Certification

Completed by **David Welsh** **Grant Writer**
Name **Title**

Date **08/04/2026**

**I acknowledge and understand
that this grant program
operates on a reimbursement
basis. Reimbursement occurs
only after an expense is paid.
Initial here** **DW**

**I acknowledge and understand
that our agency will comply
with all appropriate state and
federal regulations, policies,
guidelines, and requirements as
they relate to the application.
Initial here** **DW**

**I acknowledge and understand
that our agency has the
required working capital and, if
applicable, matching funds for
each reimbursement and that
those matching funds are from
eligible sources. Initial here** **DW**

**Identify source of working
capital and, if applicable,
matching funds**

Funds from events, donors, and matching volunteer hours

**I acknowledge and understand
that our agency is required to
provide proof of liability
insurance. Initial here** **DW**

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B

COI_Fe Racing Inc_Evidence of Insurance Accident Policy 2.pdf

**I acknowledge that my agency DW
leadership is aware of and
supportive of this grant
application process. Initial here**

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

**I acknowledge awareness of DW
and the responsibility to comply
with the Americans with
Disabilities Act requirements**

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

**If you do not have an objection, DW
initial here**

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
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No files attached.

1826 - Short Creek Valley Bike Skills Park Phase 1

Application Details

Funding Opportunity		Initial Submit Date	Jan 15, 2026 3:20 PM
1616-HERITAGE FUND - Non-Motorized Trails - FY26		Initially Submitted By	Kevin Adams
Funding Opportunity Due Date	Aug 5, 2026 11:59 PM	Last Submit Date	Mar 10, 2026 8:50 AM
Program Area	Heritage Fund	Last Submitted By	Kevin Adams
Status	Under Review		
Stage	Final Application		

Contact Information

Primary Contact Information

Active User	Yes
Type	External Reviewer
Name	Mr. Kevin P
	Salutation First Name Middle Name
	Adams
	Last Name
Title	Treasurer
Email	moretrailboss@gmail.com
Address	239 Sun Up Ranch Rd

Organization Information

Status	Approved
Name	Wheel Fun
Organization Type	Non-Profit
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	

86351
Postal Code/Zip

Phone (301) 646-8035 Ext.
Phone
###-###-####

Fax ###-###-####

**VENDOR
NUMBER**

IV0000033550
<https://app.az.gov> or Help Desk @602-542-7600
Remit Address is the address where Parks would send the payment to your agency.
The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

**ADDRESS
CODE** 239 Sun Up Ranch Road
REMITTANCE ADDRESS

SAM UEI #

SAM Validation

**SAM Expiration
Date**

**SAM Exclusion
Flag**

**SAM Last
Updated**

**Organization
Website** <http://www.wheelfun.org>

Address 239 Sun Up Ranch Road

County Sedona Arizona
City State/Province
86351-
Postal Code/Zip

Phone (301) 646-8035 Ext.
###-###-####

Fax ###-###-####

E-mail Address kevin.wheelfun@gmail.com

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

**Have you discussed your
proposal with State Parks Grant
staff?**

Yes

**AGENCY/ORGANIZATION
ADDRESS**

239 Sun Up Ranch Road

Street

City

Sedona 86351

City Zip

**Is your organization designated
as a Non-Profit?**

Yes

**If designated as a non-profit,
please upload IRS
determination letter evidencing
tax status**

[Wheel Fun IRS Designation.pdf](#)

PROJECT COORDINATOR

Kevin Adams Treasurer

Name Title

E-MAIL

kevin@wheelfun.org

PHONE

301-646-8035

**SECONDARY PROJECT
COORDINATOR**

Jen Gote-Matarese Development Director

Name Title

E-MAIL

jen@wheelfun.org

PHONE

480-842-1681

PROJECT INFORMATION

**Provide nearest town/city to
project location**

Colorado City

CONGRESSIONAL DISTRICT

AZ-09

[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT**AZ LEGISLATIVE DISTRICT**

30

[Legislative Districts](#)

If project crosses over more than 1 legislative district enter additional district here.

ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE**COUNTY**

Mohave County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

The Short Creek Valley Bike Skills Park Phase 1 will create the first dedicated non-motorized bike skills facility in northern Mohave County, providing safe, accessible recreation for youth and families in an isolated rural region. The project will build an ~11-acre park in Colorado City with a pump track, flow trails, XC singletrack, ADA-accessible routes, and connections to nearby trails. Heritage Fund dollars will support construction costs including earthwork, trail features, fencing, signage, and contractor services.

The project takes place in the Short Creek Valley along the Arizona–Utah border, where youth currently have limited access to safe outdoor recreation. Mountain biking has become an essential outlet for physical activity, mental health, and environmental education. The Arizona Trails Plan calls for expanded non-motorized infrastructure, youth engagement, and safe places to learn trail skills all of which this project directly provides.

This action is proposed to give local youth a permanent, no-cost space to ride, learn trail etiquette, and build lifelong stewardship habits while strengthening regional trail connectivity. Work will be completed by Wheel Fun in partnership with Mohave County, Flagline Trails LLC, and local educators and health leaders, following an established development plan and construction timeline.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail?

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-Kind	Total Grant Request	State Date	End Date
Professional Trail Builder	1.00	Each	\$100,000.00	\$100,000.00	\$90,500.00	\$9,500.00	January 2027	May 2027
				\$100,000.00	\$90,500.00	\$9,500.00		

Scope Item #4 Land Acquisition

Parcel No.	Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
------------	---------	-------------------------------	-------------------------	---------------------------------	---------------	---------------------	------------	----------

No Data for Table

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In- kind	Total Grant Request	State Date	End Date
Cultural & Historic Survey - Pre NTP Seeking ASP&T Approval	1.00	Each	\$9,000.00	\$9,000.00	\$0.00	\$9,000.00	November 2025	March 2026
Grading Plan - Pre NTP Seeking ASP&T Approval	1.00	Each	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	May 2026	September 2026
				\$10,500.00	\$0.00	\$10,500.00		

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In- kind	Total Grant Request	State Date	End Date
--------------------------	----------	--------------	--------------	-------	-------------------	------------------------	---------------	-------------

No Data for Table

Totals

Total Grant Request	\$20,000.00
Total Match/In-kind	\$90,500.00
Total Cost	\$110,500.00
Total Match Percentage	81.90%

Budget Notes

Budget Notes

Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails? No

Will funds be used to develop signage, maps, and educational materials? Yes

Please Explain

With each bike skills park Wheel Fun has built (four to date), the contractor will install a kiosk with clear Park Rules and other information signage.

Will funds be used to promote safe and responsible recreation through education and enforcement? Yes

Please Explain

Wheel Fun will promote safe and responsible recreation at the Short Creek Bike Skills Park through education and on-site management. This includes installing clear safety and etiquette signage, providing skills-based instruction and youth programming, and educating users on proper trail use and environmental stewardship. These efforts encourage responsible behavior, reduce conflicts, and support a safe, welcoming environment for all park users.

Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities? Yes

Please Explain

Grant funds, combined with additional fundraising, will be used to design and construct new sustainable bike skills trails at the proposed park site. These purpose-built trails including a pump track, flow lines, and progression features, will follow sustainable design standards and serve as a community recreation asset. The project will create a dedicated, safe riding area that connects local youth and families to outdoor recreation opportunities and supports broader community trail engagement and the bike park will be the first such park in Mohave County north of the Grand Canyon.

Will funds be used to obtain land for trails or trail access? Yes

Please Explain

Because Wheel Fun is leading the development of the Short Creek Bike Skills Park and coordinating the community build effort, the private landowner has agreed to donate the property to the county for permanent use as a public park once the bike skills park is constructed. ASP&T grant funds will be used to support the design, construction, and initial site improvements that make the project viable and demonstrate long-term public benefit. This investment directly enables land acquisition through donation, securing permanent public access for trail-based recreation and ensuring the site is preserved and managed as a county park for the benefit of the broader community.

Will funds be used to develop or improve accessible trails or facilities? Yes

Please Explain

A portion of the funds will support development of accessible elements within the bike skills park. This includes planning and design work for an ADA-accessible path to the park's overlook area, as well as associated grading and facility improvements that ensure the site can be safely accessed and enjoyed by riders, families, and community members of all abilities.

Will funds be used to develop trail management plans addressing changing conditions? No

Will funds be used to complete environmental or cultural clearance and compliance? Yes

Please Explain

A portion of the requested funds will support required cultural and environmental compliance activities for the project. This includes contracting a qualified, permitted archaeologist to conduct a Class III pedestrian cultural resource survey of the 10.94-acre site and preparing the associated documentation for review by the State Historic Preservation Office (SHPO). Funds will also support development of a grading plan that aligns with environmental considerations and is necessary for final project design and permitting.

Will funds be used to create a memorable visitor experience to support trail stewardship? Yes

Please Explain

The Short Creek Valley is a geographically isolated region straddling the Arizona-Utah border where generations of youth have grown up with limited access to safe recreation, public amenities, and community-building spaces. In recent years, the area has entered a powerful era of revitalization and self-empowerment led in no small part by a growing youth mountain bike culture that has become both a social lifeline and a catalyst for community healing.

Now, the community is ready for its next transformative step: the creation of the Short Creek Valley Bike Skills Park, the first of its kind in Mohave County north of the Grand Canyon. This park will serve as a permanent, free, public space where youth and families can ride, gather, and grow. Features include a pump track, flow trails, XC singletrack, ADA-accessible paths, event space, and multiple trail connections designed for progression, safety, and long-term community use.

Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites? Yes

Please Explain

Funds will be used to prevent potential impacts to sensitive environmental and cultural resources (if any) identified at the Short Creek Bike Skills Park. Project activities include erosion control, vegetation avoidance, trail hardening and proper drainage designed to protect surrounding landscapes and prevent off-trail use. These measures help preserve the site's natural and cultural integrity while providing a safe, sustainable recreation area for the community.

Has your organization previously received grant funds from Arizona State Parks and Trails? Yes

Please Explain

Wheel Fun has a strong history of successfully receiving and administering Arizona State Parks & Trails (ASP&T) grant funding. Wheel Fun has completed and closed out three ASP&T Safety and Environmental Education and Heritage Fund Environmental Education grants totaling \$90,000 (Grant IDs: 472217, 472512, 632201), all executed on time and in full compliance.

In addition, Wheel Fun's co-founder has extensive experience managing ASP&T grants through other leadership roles with the Verde Valley Trail Fund and the Verde Valley Cyclists Coalition. In those roles, these organizations successfully completed four ASP&T Non-Motorized trail construction grants totaling \$408,400 (Grant IDs: 682201, 472401, 682301, and 682406) and are currently completing Grant ID 472505, valued at \$150,000.

Across all projects, our team has demonstrated strong fiscal oversight, timely execution, and responsible stewardship of ASP&T funds.

If awarded, how quickly can implementation of the project begin?

Please justify your response to your project's shovel-readiness.

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

Projects must be shovel ready. **If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land

Owner/Manager(s)

United Effort Plan (UEP) Trust

**Project Location, including
Township, Range and Section.**

Please include GPS Coordinates

Township 41, Range 6 Section 5

36.9864973944396, -112.96495040985263

**Total project area in acres (or
total miles if trail)** 10.94 Acres

Project Description and Impacts:

***Please provide a description of
any surface and/or subsurface
impacts that are expected
during project implementation.***

Project implementation will involve both surface and limited subsurface impacts typical of bike skills park construction. Surface impacts include vegetation clearing, minor grading, soil shaping, and compaction required to build sustainable trails, features, and riding zones. Subsurface impacts are expected to be minimal and limited to shallow excavation for grading adjustments, signage installation, and potential utility routing associated with accessible pathway development. All work will follow best practices to minimize disturbance and will proceed only after required cultural and environmental clearances are completed.

Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project

Direct impacts will occur within the 10.94-acre project site where trails, riding features, and grading work will be constructed. These include vegetation disturbance, soil shaping, and limited excavation for signage and accessible path development. Indirect impact areas include temporary staging zones for equipment and materials, as well as existing access routes used by contractors and survey teams. Staging areas will be placed on previously disturbed or low-impact surfaces to minimize resource disturbance. All direct and indirect impacts will comply with environmental and cultural clearance requirements, and disturbed areas will be stabilized upon project completion.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

The project area consists primarily of natural, previously undeveloped ground surface typical of high-desert terrain. Vegetation is sparse and includes grasses, shrubs, and small trees. Portions of the parcel show signs of past disturbance such as informal foot paths, motorized vehicle access, light surface erosion, and limited clearing, but no formal grading, paving, or blading has occurred. Overall, the site remains largely in a natural, unmodified condition suitable for low-impact trail and skills-area development following required environmental and cultural reviews.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist? No

Please provide a rationale for survey not being necessary (e.g. previously disturbed)

Survey is scheduled for mid-January 2026.

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area? No

Are there National Register listed or eligible sites in the Project Area?

No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?

No

Is your project area within or adjacent to a historic district?

No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination)

Combination (Hand tools and mechanized)

If using equipment you may use this space to provide short description

The project will use a combination of equipment types. Foot traffic and hand tools will be used for detailed trail shaping, finish work, and feature refinement. Mechanized equipment- such as mini-excavators, skid steers, and compactors- will be used for initial grading, soil movement, and construction of larger trail features. All equipment use will follow sustainable trail-building best practices and will be limited to designated work zones to minimize disturbance.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s) [Colorado City Bike Skills Park Archaeological Survey Report March 9 2026.pdf](#)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments [SHPO-2026-0142 185114 Colorado City Bike Skills Park-GC.pdf](#)

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

ADDITIONAL DOCUMENTS

[Wheel Fun Survey Scope and Fee Wheel Fun Executed.pdf](#)

Upload additional surveys and any other documents related to cultural resources here

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1

[State Map 1.pdf](#)

Map Upload 2

[Parcel Map 1.pdf](#)

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos

[Parcel Photos.pdf](#)

*** NEPA**

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area?

Yes

Does the project have a determination of “may affect, likely to adversely affect”?

No

Does the project involve any permanent easement or acquisition of right-of-way?

No

Does the project involve construction in, across or adjacent to a body of water?

No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

We will need to acquire a grading permit from the City of Colorado City.

Grading Permit Application: NLT September 30, 2026

Grading Permit Approved: NLT December 31, 2026

Please attach

[Arizona Game and Fish Environmental Review Tool](#)

report [project_report_short_creek_valley_bike_ski_94018_96935.pdf](#)

Please attach Official Species [Species List_ Arizona Ecological Services Field Office 10.pdf](#)

**List obtained through US Fish
and Wildlife Service IPaC Tool.**

*CONTROL/LAND MANAGER APPROVAL

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

No

Please attach letter from Land Managing agency showing the land managing agency is aware, and supportive of the proposal.

[UEP Trust Grant Letter.pdf](#)

* RESOLUTION

RESOLUTION

**Is your organization a federal,
state, or tribal agency?** **No**

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

**CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor
Name)_____ HELD ON (Date) _____**

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

1. Approves the filing of an application for motorized or non-motorized assistance, and

- 2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and**
- 3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and**
- 4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and**
- 5. If applicable, certifies that Project Sponsor has matching funds**
- 6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.**

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No. 001-25

Project Sponsor Name Wheel Fun

**Project Sponsor's Governing
Body (if different from Sponsor
Name)**

Project Title Short Creek Valley Bike Skills Park

Signed by Martin Glinsky

Date 12/17/2025

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

**If you have a Completed or
Draft Resolution, please upload
it here**

[Certified Resolution 01-2025 Good Through 9-30-2027.pdf](#)

Risk Assessment

General

***Is the organization new to
managing state and/or federal
funds?*** **No**

***Is this program new for the
agency?*** **No**

***Has there been high staff
turnover or agency
reorganization in the last 6
months that impacts this
program?*** **No**

Internal Controls

***Does your organization
currently have written policies
and procedures to ensure the
proper documentation of
personnel costs (Time and
Effort reporting)?*** **Yes**

***Does your organization have
written procurement
procedures that ensure
purchases are made on a
competitive basis and are
compliant with Federal
thresholds?*** **Yes**

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?

Yes

Legal

Has the organization ever been suspended or debarred?

No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

[EntityInformation_20251209-081147.pdf](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

No

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

FUN's Treasurer provides fiscal oversight and ensures compliance with nonprofit financial standards. Day-to-day bookkeeping and financial reporting are conducted by the Treasurer using QuickBooks Online and reviewed quarterly by an external accounting firm. All major financial decisions require board approved budget authority and are authorized by the Executive Director or Treasurer as required after the annual budget is approved by the board. The Executive Director and board President have real-time read only visibility in FUN's bank account and records.

FUN has applied for a Federal Grant administered by the Department of Justice that is outside the scope of this grant application. If awarded this Federal grant, FUN will engage an experienced external accounting firm to manage bookkeeping and financial reporting in full accordance with Federal requirements.

In November 2024, FUN's board approved FUN's Financial Management Practices which lay out a full internal-control framework from budgeting through closeout: an annual bottom-up/top-down budget process led by the Treasurer; quarterly forecasting; centralized banking with credit card controls and documented approvals. Anticipating federal awards, the Practices fully align with 2 CFR 200, covering end-to-end federal grant controls backed by ongoing training and annual reviews.

FUN also has a Whistleblower Protection and Conflict of Interests policies compliant with Federal requirements.

Determination of Risk

Total Score 0

Overall Risk

*** CERTIFICATION**

Certification

Completed by	Kevin Adams	Treasurer
	Name	Title

Date	12/19/2025
-------------	-------------------

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here	KA
---	-----------

***I acknowledge and understand KA
that our agency will comply
with all appropriate state and
federal regulations, policies,
guidelines, and requirements as
they relate to the application.
Initial here***

***I acknowledge and understand KA
that our agency has the
required working capital and, if
applicable, matching funds for
each reimbursement and that
those matching funds are from
eligible sources. Initial here***

***Identify source of working
capital and, if applicable,
matching funds***

Wheel Fun's working capital is generated through three primary revenue streams: (1) annual business sponsorships, (2) individual donations-including substantial support through Arizona's Qualified Charitable Organization (QCO) tax credit-and (3) private, corporate, and foundation grants. FUN's Board approved a \$1.1M operating budget for 2026 on 12/17/25. Over the first 11 months of 2025, FUN maintained an average monthly working capital balance of \$225,729 which is sufficient for this grant.

***I acknowledge and understand KA
that our agency is required to
provide proof of liability
insurance. Initial here***

***Please upload either proof of
insurance OR if insurance has
not been purchased yet, please
upload a quote showing
appropriate levels of insurance .***

Insurance requirements can be found in Part III, Section M of Attachment B

Liability Workmans Compensation Insurance.pdf

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here **KA**

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements **KA**

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
Colorado City Mayor Howard Ream Letter of Support	Colorado City Mayor Letter of Support.pdf	pdf	107 KB	01/07/2026 11:08 AM

Description	File Name	Type	Size	Upload Date
Letter of Support from local business leader Charles Hammon of Excel Design Associates.	Bike Park - Leter of Support Excel.pdf	pdf	152 KB	01/07/2026 11:06 AM
Letter of Support from the Cottonwood Elementary School Principal	Bike Letter - Cottonwood Elementary Principal.pdf	pdf	293 KB	01/07/2026 11:05 AM
Letter of Support from the Head Coach of the Short Creek Condors National Interscholastic Cycling Association local team.	Bike Letter - Blackmore.pdf	pdf	129 KB	01/07/2026 11:05 AM
Mohave County Board of Supervisors Chair Travis Lingenfelter letter of support.	Wheel Fun Letter of Support Lingenfelter.pdf	pdf	157 KB	01/07/2026 11:08 AM
R&PP Lease	RECREATIONAL AND PUBLIC PURPOSES GROUND LEASE - Fully Executed.pdf	pdf	307 KB	02/27/2026 07:41 AM

3075 - HTA Hawes Master Plan 2.0 Trail Development

Application Details

Funding Opportunity		Initial Submit Date	Aug 4, 2026 6:15 PM
1616-HERITAGE FUND - Non-Motorized Trails - FY26		Initially Submitted By	David Welsh
Funding Opportunity Due Date	Aug 5, 2026 11:59 PM	Last Submit Date	
Program Area	Heritage Fund	Last Submitted By	
Status	Submitted		
Stage	Final Application		

Contact Information

Primary Contact Information

Active User	Yes
Type	External User
Name	Mr. David Middle Name Salutation First Name
	Welsh Last Name
Title	
Email	davidthomaswelsh@gmail.com
Address	2706 N Adair Cir

Organization Information

Status	Approved
Name	Hawes Trail Alliance
Organization Type	Non-Profit
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	

85207
Postal Code/Zip

Phone (435) 704-4005 Ext.
Phone
###-###-####

Fax ###-###-####

**VENDOR
NUMBER**

IV0000068596
<https://app.az.gov> or Help Desk @602-542-7600
Remit Address is the address where Parks would send the payment to your agency.
The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

**ADDRESS
CODE** REMITTANCE ADDRESS

SAM UEI #

SAM Validation

**SAM Expiration
Date**

**SAM Exclusion
Flag**

**SAM Last
Updated**

**Organization
Website** <https://hawestrailalliance.com/>

Address 2547 E Minton St

Mesa Arizona
City State/Province

County Maricopa County 85213
Postal Code/Zip

Phone (480) 252-5444 Ext.
###-###-####

Fax ###-###-####

E-mail Address hawestrailalliance@gmail.com

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

**Have you discussed your
proposal with State Parks Grant
staff?**

Yes

**AGENCY/ORGANIZATION
ADDRESS**

2547 E Minton St

Street

City

Mesa 85207

City Zip

**Is your organization designated
as a Non-Profit?**

Yes

**If designated as a non-profit,
please upload IRS
determination letter evidencing
tax status**

[HTA IRS approval non-profit.tif](#)

PROJECT COORDINATOR

David Welsh Director

Name Title

E-MAIL

davidthomaswelsh@gmail.com

PHONE

435-704-4005

**SECONDARY PROJECT
COORDINATOR**

Grant Taylor President

Name Title

E-MAIL

Grant.Taylor@empire-cat.com

PHONE

602-622-4505

PROJECT INFORMATION

**Provide nearest town/city to
project location**

Mesa

CONGRESSIONAL DISTRICT

District 5

[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT

District 1

AZ LEGISLATIVE DISTRICT

District 10

[Legislative Districts](#)

If project crosses over more than 1 legislative district enter additional district here.

ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE

District 3

COUNTY

Maricopa County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

Hawes Trail Alliance (HTA) will design and construct four new sustainable trails in the Hawes Trail System, one of Arizona's premier recreation destinations, located on Tonto National Forest land in the Sonoran Desert. Funding will build Renegade Ridge (intermediate, 1 mi, an uphill connector), Cut the Goat (intermediate, 0.45 mi, linking the Alpe and Iron Goat trails), Lift Line (intermediate, 0.48 mi, a new route to the top of Hawes Mountain), and Hermana Salada (advanced, 1.15 mi, a downhill progression trail)—3.08 miles total. Funds will also maintain existing area trails and develop new signage, maps, and educational materials on safe, responsible, and sustainable trail use.

This action is proposed to meet rapidly growing demand across a wide range of user groups and ability levels, improve connectivity between existing trails, and support long-term trail stewardship. The new trails were approved in the Tonto National Forest's April 2026 decision memo, with environmental and cultural clearance already completed. They will be built using sustainable best practices that prevent damage to sensitive environmental and cultural sites, in a scenic desert setting that offers a memorable visitor experience.

The work will be completed by HTA's contractor, who recently built trails in this same area and is offering a substantial discount on construction costs. The project is shovel-ready and can be completed within 6 to 12 months. HTA requests \$20,000 in grant funding and will cover remaining costs through matching funds and the thousands of volunteer hours it contributes each year.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail? No

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-Kind	Total Grant Request	State Date	End Date
New trail construction	3.08	Mile(s)	\$10,000.00	\$30,800.00	\$10,800.00	\$20,000.00	Fall 2026	Fall 2027
				\$30,800.00	\$10,800.00	\$20,000.00		

Scope Item #4 Land Acquisition

Parcel No.	Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Maps, Signage, Educational Materials	1.00	Other	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	Fall 2026	Fall 2027
				\$1,000.00	\$1,000.00	\$0.00		

Totals

Total Grant Request	\$20,000.00
Total Match/In-kind	\$11,800.00
Total Cost	\$31,800.00
Total Match Percentage	37.11%

Budget Notes

Budget Notes

The contractor's retail price to complete these trails would be approximately \$75,372, however the contractor is willing to donate the additional costs as an in kind donation and offer HTA a substantially discounted price.

Additionally, HTA will be contributing hundreds of volunteer hours to this project that will be tracked and submitted to Tonto National Forest.

Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails? Yes

Please Explain

In addition to new construction, funds will support maintenance of nearby existing trails in the Hawes Trail System to keep them safe and sustainable under rapidly growing use.

Will funds be used to develop signage, maps, and educational materials? Yes

Please Explain

Approximately \$1,000 will fund new trail signage and maps, and HTA will develop educational materials on safe, responsible, and sustainable trail use.

Will funds be used to promote safe and responsible recreation through education and enforcement? Yes

Please Explain

Funds support education promoting safe and responsible recreation through signage and materials.

Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities? Yes

Please Explain

The core of this project is designing and constructing four new sustainable trails, including connector routes like Renegade Ridge and Cut the Goat that improve connectivity across the Hawes system.

Will funds be used to obtain land for trails or trail access? No

Will funds be used to develop or improve accessible trails or facilities? Yes

Please Explain

The new trails span intermediate through advanced difficulty to broaden access for a wide range of user groups and ability levels, expanding options for developing riders and other user groups.

Will funds be used to develop trail management plans addressing changing conditions? Yes

Please Explain

The trails are built under the recently-completed Hawes Master Plan 2.0 that was approved by the Forest Service.

Will funds be used to complete environmental or cultural clearance and compliance? No

Will funds be used to create a memorable visitor experience to support trail stewardship? Yes

Please Explain

The new trails are set in a scenic stretch of the Sonoran Desert and are designed to create a memorable experience that HTA reinforces through regular volunteer events and community stewardship.

Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites? Yes

Please Explain

Trails will be built using sustainable best practices that prevent damage to sensitive environmental and cultural sites, consistent with the resource protections in the Forest Service decision.

Has your organization previously received grant funds from Arizona State Parks and Trails? Yes

Please Explain

HTA received a grant to build the Red Mountain Lot. This project was completed and has been a big success.

If awarded, how quickly can implementation of the project begin? Within Three Months of Signed Agreement

Please justify your response to your project's shovel-readiness.

This project is shovel-ready and can commence within 1-3 months of approval because every precondition to construction has been satisfied. The four trails were approved by the Tonto National Forest in its April 2026 decision memo (attached), which completed the required environmental and cultural clearance and authorized implementation, so no further NEPA analysis, archaeological survey, permitting, land acquisition, or design approval is needed. HTA's contractor recently built trails in this same area, is familiar with the terrain and the Forest Service's standards and resource-protection requirements,

and is ready to mobilize as soon as funding is in place, eliminating any start-up lag for procurement or site familiarization. With an established working relationship with the Mesa Ranger District and a record of delivering prior grant-funded projects in this system, HTA faces funding as the only remaining barrier, and construction can be completed in a timely manner.

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

Projects must be shovel ready. **If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land

Owner/Manager(s)

Tonto National Forest, Mesa Ranger District

Project Location, including

Township, Range and Section.

Please include GPS Coordinates

Hawes Trail System, Mesa, Arizona. GPS Coordinates: 33.5269614, -111.6571725

**Total project area in acres (or 3.08 Miles
total miles if trail)**

Project Description and Impacts:

***Please provide a description of
any surface and/or subsurface
impacts that are expected
during project implementation.***

Surface impacts will be limited to the construction of 3.08 miles of new single-track trail (Renegade Ridge, Cut the Goat, Lift Line, and Hermana Salada) within the alignments approved in Tonto National Forest's April 2026 decision memo. Work involves tread excavation and bench-cutting to a typical 18–36 inch width, corridor clearing, and installation of drainage features such as grade reversals and rolling dips. Subsurface disturbance is shallow, generally limited to the top 6–12 inches of soil, with no excavation into bedrock and no ground disturbance beyond what is required for sustainable tread and drainage. The project area was surveyed for cultural resources and none were identified, and construction will follow the design elements in the Forest Service decision, including desert tortoise avoidance protocols, minimizing damage to Murphey's agave and other native succulents, and invasive weed survey and mitigation.

Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project

Direct impact areas are confined to the approved trail corridors themselves, totaling 3.08 miles of new tread. Indirect impact areas include equipment staging and crew access. Staging will occur at existing developed parking areas and trailheads, including the recently completed Red Mountain Parking Lot, with no new staging areas cleared or constructed. Access to work sites will use existing designated trails and approved alignments, with crews traveling on foot and mechanized equipment moving along the trail corridor itself rather than cross-country. Work will be scheduled outside bald eagle and migratory bird breeding season where possible, and unsustainable user-created routes in the area will be rehabilitated, offsetting the new trail mileage.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

Ground where the new trails will be built is in a natural, undisturbed condition.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist? Yes

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area? No

Are there National Register listed or eligible sites in the Project Area? No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?

No

Is your project area within or adjacent to a historic district?

No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination)

Mechanized Equipment

If using equipment you may use this space to provide short description

Hand and mechanized equipment will be used by a professional trail builder using best practices described in Tonto's decision memo approving construction of these trails.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s)

[R2026031200025_Hawes_2.1_Survey_Final_SRSF_redacted_Redacted.pdf](#)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

[FANEC_Hawes Trail Improvements Phase 2.pdf](#)

ADDITIONAL DOCUMENTS

Upload additional surveys and any other documents related to cultural resources here

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1

[HTA Master Plan 2.0 Final Map.jpg](#)

Map Upload 2[HTA Map_MasterPlan2.1_DigitalProof V3 FINAL.pdf](#)

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos[IDG_20251217_130048_940.JPG](#)

* **NEPA**

Environmental Checklist

**Are there
threatened/endangered species
or critical habitats identified
within the project area?**

No

**Does the project involve any
permanent easement or
acquisition of right-of-way?**

No

**Does the project involve
construction in, across or
adjacent to a body of water?**

No

**What other permits do you
anticipate needing to acquire
and what is the approximate
time frame for each?**

None

Please attach

[Arizona Game and Fish Environmental Review Tool](#)

report [project_report_hawes_master_plan_20_100949_104185.pdf](#)

**Please attach Official Species
List obtained through [US Fish
and Wildlife Service IPaC Tool](#).**

[IPaC_Explore Location resources.pdf](#)

***CONTROL/LAND MANAGER APPROVAL**

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

No

Please attach letter from Land Managing agency showing the land managing agency is aware, and supportive of the proposal.

[FANEC_Hawes Trail Improvements Phase 2.pdf](#)

* RESOLUTION

RESOLUTION

Is your organization a federal,
state, or tribal agency?

No

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

**CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor
Name)_____ HELD ON (Date) _____**

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

1. Approves the filing of an application for motorized or non-motorized assistance, and
2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and
3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and
4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and
5. If applicable, certifies that Project Sponsor has matching funds
6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No. 8.3.2026

Project Sponsor Name Hawes Trail Alliance

**Project Sponsor's Governing
Body (if different from Sponsor
Name)**

Project Title HTA Hawes Master Plan 2.0 Trail Development

Signed by David Welsh

Date 08/03/2026

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

**If you have a Completed or
Draft Resolution, please upload
it here**

Risk Assessment

General

**Is the organization new to
managing state and/or federal
funds?** No

**Is this program new for the
agency?** No

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program?

No

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)?

Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds?

Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?

Yes

Legal

Has the organization ever been suspended or debarred?

No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

[Sam Screenshot 2026-08-04 181134.jpg](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

No

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

Determination of Risk

Total Score

0

Overall Risk

**** CERTIFICATION***

Certification

Completed by	David Welsh	Director and Grant Writer
	Name	Title

Date	08/04/2026
-------------	-------------------

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here	DW
---	-----------

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here	DW
--	-----------

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here	DW
--	-----------

Identify source of working capital and, if applicable, matching funds

Funds raised from donors and volunteer hours match

I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here	DW
---	-----------

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B

EVIDENCEOFINSURANCE22995783 2026.pdf

**I acknowledge that my agency DW
leadership is aware of and
supportive of this grant
application process. Initial here**

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

**I acknowledge awareness of DW
and the responsibility to comply
with the Americans with
Disabilities Act requirements**

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

**If you do not have an objection, DW
initial here**

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
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No files attached.

2535 - City of Benson Heritage Grant - Trails

Application Details

Funding Opportunity		Initial Submit Date	Apr 30, 2026 1:38 PM
1616-HERITAGE FUND - Non-Motorized Trails - FY26		Initially Submitted By	Mandy Konrad
Funding Opportunity Due Date	Aug 5, 2026 11:59 PM	Last Submit Date	
Program Area	Heritage Fund	Last Submitted By	
Status	Under Review		
Stage	Final Application		

Contact Information

Primary Contact Information

Active User	Yes
Type	External User
Name	Ms. Mandy Middle Name Konrad First Name Last Name
Title	
Email	mkonrad@bensonaz.gov
Address	101 E. 6th Steet

Organization Information

Status	Approved
Name	Benson, City of
Organization Type	Municipal Government
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	

Benson Arizona
City State/Province

85602
Postal Code/Zip

Phone 520-720-6331 Ext.
Phone
###-###-####

Fax ###-###-####

**VENDOR
NUMBER**

0000000000

<https://app.az.gov> or Help Desk @602-542-7600

Remit Address is the address where Parks would send the payment to your agency.

The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

**ADDRESS
CODE** REMITTANCE ADDRESS

SAM UEI # JCCRL6RBCJM1

SAM Validation Active

**SAM Expiration
Date** 10/09/2026

**SAM Exclusion
Flag**

**SAM Last
Updated** Aug 3, 2026 12:01 AM

**Organization
Website**

Address P.O. Box 2223

Benson Arizona
City State/Province

County 85602-
Postal Code/Zip

Phone (520) 720-6044 Ext.
###-###-####

Fax ###-###-####

* SPONSOR APPLICATION INFORMATION

E-mail Address

SECTION I. GRANT APPLICATION

**Have you discussed your
proposal with State Parks Grant
staff?**

Yes

**AGENCY/ORGANIZATION
ADDRESS**

101 E. 6th Steet
Street

City

Benson 85602
City Zip

**Is your organization designated
as a Non-Profit?**

No

PROJECT COORDINATOR

Greg Volker City Manager
Name Title

E-MAIL

gvolker@benzonaz.gov

PHONE

520-720-6316

**SECONDARY PROJECT
COORDINATOR**

Mandy Konrad Administrative Assistant
Name Title

E-MAIL

mkonrad@benzonaz.gov

PHONE

520-720-6331

PROJECT INFORMATION

**Provide nearest town/city to
project location**

Benson

CONGRESSIONAL DISTRICT

6
[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

**ADDITIONAL CONGRESSIONAL
DISTRICT**

AZ LEGISLATIVE DISTRICT

19

[Legislative Districts](#)

If project crosses over more than 1 legislative district enter additional district here.

**ADDITIONAL LEGISLATIVE
DISTRICTS ENTER HERE**

COUNTY

Cochise County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

The City of Benson is seeking funding to develop a paved, ADA-accessible trail system within Lions Park, transforming the existing unpaved walking paths into a safe, inclusive route usable by all community members. Benson currently has no formal trail system, and the park's dirt pathways become uneven, muddy, or dusty depending on weather conditions, limiting access for individuals with mobility challenges, families with strollers, seniors, and those who simply prefer a stable, predictable walking surface. Converting the paths into a paved multi-use trail will significantly expand recreational opportunities and create the City's first designated, year-round trail facility. The proposed project includes grading, surfacing, and paving the existing route; improving drainage; adding ADA-compliant connections to surrounding amenities; and integrating signage that supports wayfinding, health, and environmental awareness. The trail will loop through Lions Park, connecting key recreation features such as the playground, sports courts, ramadas, open space, and parking areas. This provides a safe and convenient option for walking, jogging, biking, and accessible mobility devices. Paving the trail will serve a wide range of user groups, including youth participating in park programs, seniors seeking a smooth walking route, fitness enthusiasts, individuals with disabilities, and families enjoying everyday recreation. This investment will create the community's first formalized trail experience, promote outdoor activity, support public health, and ensure that Benson residents, regardless of age or ability, have equitable access to high-quality outdoor recreation.

**Will your project be using one of
the 6 state contracted trail
crews for construction, non-
routine maintenance, or reroute
of a trail?**

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-Kind	Total Grant Request	State Date	End Date
Pave 890' of 8' wide 2" thick path at Lions Park	1.00	Other	\$23,533.82	\$23,533.82	\$3,533.82	\$20,000.00		
				\$23,533.82	\$3,533.82	\$20,000.00		

Scope Item #4 Land Acquisition

Parcel No.	Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
------------	---------	-------------------------------	-------------------------	---------------------------------	---------------	---------------------	------------	----------

No Data for Table

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
--	----------	-----------	-----------	------------	---------------	---------------------	------------	----------

No Data for Table

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Signage, maps, and educational materials to promote safe and responsible recreation	1.00	Other	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00		
				\$3,000.00	\$3,000.00	\$0.00		

Totals

Total Grant Request	\$20,000.00
Total Match/In-kind	\$6,533.82
Total Cost	\$26,533.82
Total Match Percentage	24.62%

Budget Notes

Budget Notes

Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails?	No
Will funds be used to develop signage, maps, and educational materials?	Yes

Please Explain

Project funds will not be used to develop signage, maps, or educational materials. These items will be provided and funded directly by the City of Benson. The City will supply all necessary wayfinding signage, trail maps, and educational materials to support accessibility, safety, and user experience along the trail. Grant funds will be applied only to eligible construction-related components of the project.

Will funds be used to promote safe and responsible recreation through education and enforcement? Yes

Please Explain

Project funds will not be used to support educational or enforcement activities related to safe and responsible recreation. These efforts, including public education, outreach, and any enforcement-related measures, will be funded directly by the City of Benson. The City will install trail-related signage that offers guidance on appropriate use, accessibility, environmental awareness, and safe outdoor behavior. All broader educational and enforcement initiatives will also be fully supported by the City, not the grant.

Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities? Yes

Please Explain

Grant funds will be used to design and construct a new sustainable, paved trail within Lions Park. The project establishes Benson's first formal trail system and strengthens internal park connectivity by linking key amenities such as the playground, courts, ramadas, open space, and parking areas. The trail is designed for long-term durability, accessibility, and year-round use, supporting walkers, joggers, cyclists, mobility-device users, and families. This investment creates a high-quality, ADA-accessible trail that enhances community recreation and lays groundwork for future connections within the community.

Will funds be used to obtain land for trails or trail access? No

Will funds be used to develop or improve accessible trails or facilities? Yes

Please Explain

Grant funds will be used to develop and improve accessible trails and facilities within Lions Park. The project converts the park's informal dirt paths into a fully paved, ADA-accessible multi-use trail designed for safe, year-round use by individuals of all ages and abilities. Improvements include grading, paving, drainage enhancements, and ADA-compliant connections to key park features such as the playground, splash pad, courts, ramadas, open space, athletic fields and parking areas. This investment creates Benson's first formal accessible trail system and ensures equitable recreational access for all community members.

Will funds be used to develop trail management plans addressing changing conditions? Yes

Please Explain

Project funds will support development of a sustainable, ADA-accessible paved trail designed to function reliably under varying conditions, but the grant will not be used to create a separate formal trail management plan. Instead, the work itself incorporates long-term management considerations such as improved drainage, durable surfacing, and accessible connections to ensure the trail remains safe and usable year-round. These construction and design features directly address changing environmental conditions without funding a standalone management planning process.

Will funds be used to complete environmental or cultural clearance and compliance? No

Will funds be used to create a memorable visitor experience to support trail stewardship? Yes

Please Explain

Project funds will help create a memorable visitor experience that supports trail stewardship. By transforming the existing dirt paths into a paved, ADA-accessible multi-use trail, the project provides a safe, comfortable, and engaging environment for all users. The inclusion of wayfinding and educational signage promotes awareness of health, environmental features, and proper trail use, encouraging visitors to value and care for the space. These improvements enhance enjoyment of the park while fostering a sense of shared responsibility for the new trail system.

Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites? No

Has your organization previously received grant funds from Arizona State Parks and Trails? Yes

Please Explain

The City of Benson has not previously received Non-Motorized Trails grant funds, but our organization has received other grant funding from Arizona State Parks. Most recently, the City was awarded a \$750,000 Land and Water Conservation Fund (LWCF) grant in 2022 for improvements at Lions Park. The City successfully administered the full grant process including budget adjustments, federal compliance, contractor coordination, and project delivery.

**If awarded, how quickly can
implementation of the project
begin?**

**Please justify your response to
your project's shovel-readiness.**

***CULTURAL CLEARANCE REVIEW FORM**

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

Projects must be shovel ready. **If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land Owner/Manager(s)

City of Benson

City Manager Greg Volker

Director of Public Works/City Engineer Brad Hamilton

Project Location, including Township, Range and Section.

Please include GPS Coordinates

Site: Lions Park

Address: 435 N Adams St, Benson, AZ 85602

GPS Coordinates: 31.9729° N, -110.3009° W

PLSS Description: Township 17 South, Range 20 East, Section 21

***Total project area in acres (or
total miles if trail)*** *0.17 Miles*

Project Description and Impacts:

Please provide a description of any surface and/or subsurface impacts that are expected during project implementation.

The project consists of removing and replacing the surface of an existing asphalt trail located within Lions Park. The current trail surface is aged and deteriorated to the point that full replacement is required. Work will involve scarifying the existing failed asphalt surface, placing and compacting reclaimed asphalt millings to establish a stable new base, and installing approximately 2 inches of new hot-mix asphalt. All impacts are limited to the existing developed trail corridor.

Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project

Staging will occur within an existing dirt parking area inside the park. Construction access follows existing internal park driveways, requiring no new ground disturbance. The trail alignment is already established; therefore, no vegetation removal or off-corridor disturbance is anticipated.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

The project area currently consists of a previously paved asphalt trail surface that has deteriorated over time. The surface will be scarified and rebuilt using millings as a compacted aggregate base, followed by new asphalt surfacing. No natural or undisturbed ground exists within the project area.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist?

No

Please provide a rationale for survey not being necessary (e.g. previously disturbed)

The project area is a fully developed municipal park with existing recreational facilities and does not include undisturbed land.

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area?

No

Are there National Register listed or eligible sites in the Project Area?

No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?

No

Is your project area within or adjacent to a historic district?

No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination)

Combination (Hand tools and mechanized)

If using equipment you may use this space to provide short description

Type of Equipment: Dump trucks, asphalt paving machine, compactors, and loaders.

Equipment will be used to remove the degraded asphalt, transport and place millings for the new base course, compact the surface, and pave the trail with 2 inches of new asphalt. All work occurs within the existing trail footprint.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s) [Cultural Clearance Review Form Attachment.pdf](#)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments [Cultural Clearance Review Form Attachment.pdf](#)

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments [Cultural Clearance Review Form Attachment.pdf](#)

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo [Cultural Clearance Review Form Attachment.pdf](#)

ADDITIONAL DOCUMENTS [Cultural Clearance Review Form Attachment.pdf](#)

**Upload additional surveys and
any other documents related to
cultural resources here**

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1 [Trails Map 1.pdf](#)

Map Upload 2 [Trails Map 2.pdf](#)

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos [Walking Path Photo Journal.pdf](#)

* **NEPA**

Environmental Checklist

**Are there
threatened/endangered species
or critical habitats identified
within the project area?** Yes

**Does the project have a
determination of “may affect,
likely to adversely affect”?** No

**Does the project involve any
permanent easement or
acquisition of right-of-way?** No

**Does the project involve
construction in, across or
adjacent to a body of water?** No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

None.

Please attach

[Arizona Game and Fish Environmental Review Tool](#)

report [project_report_city_benson_heritage__98593_101692_FINAL 1.pdf](#)

Please attach Official Species List obtained through [US Fish and Wildlife Service IPaC Tool](#). [IPaC_ Explore Location resources 2.pdf](#)

*CONTROL/LAND MANAGER APPROVAL

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

Yes

Please attach documentation showing proof of ownership below.

[Lions Park Deeds.pdf](#)

* RESOLUTION

RESOLUTION

Is your organization a federal, state, or tribal agency?

No

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor Name) _____ HELD ON (Date) _____

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR’S GOVERNING BODY hereby:

- 1. Approves the filing of an application for motorized or non-motorized assistance, and**
- 2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and**
- 3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and**
- 4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and**
- 5. If applicable, certifies that Project Sponsor has matching funds**
- 6. Appoints the agent listed below as agent of (Project Sponsor’s Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.**

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No.

Project Sponsor Name

**Project Sponsor’s Governing
Body (if different from Sponsor
Name)**

Project Title

Signed by

Date

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

If you have a Completed or Draft Resolution, please upload it here [*RESOLUTION XX_Arizona Heritage Fund Trails.pdf*](#)

Risk Assessment

General

Is the organization new to managing state and/or federal funds? **No**

Is this program new for the agency? **Yes**

If yes, please explain

This particular program is new for the City of Benson. The City has never previously applied for or received funding through the Arizona State Parks Heritage Fund - Trails program. However, the City has received and successfully administered a Land and Water Conservation Fund (LWCF) grant for improvements at Lions Park.

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program? **No**

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)? **Yes**

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds?

Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?

Yes

Legal

Has the organization ever been suspended or debarred?

No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

[**EntityInformation_20260422-164312.pdf**](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

No

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations? **No**

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors? **No**

Additional Information

The City of Benson has proactively planned and budgeted for the Lions Park Trail Project, demonstrating strong financial stewardship and minimizing project-delivery risk. \$20,0000 of the project cost has been incorporated into the City's FY 2026-2027 Grants Fund budget, which is publicly available in the April 13, 2026 Worksession Council Packet. This advance budgeting ensures that matching funds and all required financial resources are secured, reducing reliance on uncertain future appropriations and strengthening the City's capacity to complete the project on schedule.

The council packet can be accessed on the City of Benson website at the following link:

https://www.bensonaz.gov/government/city_council/agendas_minutes___public_notices.php#outer-3860sub-3862

Determination of Risk

Total Score **1**

Overall Risk

*** CERTIFICATION**

Certification

Completed by **Mandy M. Konrad** **Administrative Assistant**
Name **Title**

Date 04/22/2026

***I acknowledge and understand
that this grant program
operates on a reimbursement
basis. Reimbursement occurs
only after an expense is paid.
Initial here*** **MK**

***I acknowledge and understand
that our agency will comply
with all appropriate state and
federal regulations, policies,
guidelines, and requirements as
they relate to the application.
Initial here*** **MK**

***I acknowledge and understand
that our agency has the
required working capital and, if
applicable, matching funds for
each reimbursement and that
those matching funds are from
eligible sources. Initial here*** **MK**

***Identify source of working
capital and, if applicable,
matching funds***

Our organization has sufficient working capital and will provide all required matching funds for the project. The City is committed to meeting all financial obligations and will allocate funds through its approved budget process. \$20,000 of the project cost is already included in the FY 2026-2027 Grants Fund budget, ensuring matching funds and necessary resources are secured in advance.

***I acknowledge and understand
that our agency is required to
provide proof of liability
insurance. Initial here*** **MK**

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B

AMRRP Policies.pdf

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here **MK**

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements **MK**

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here **MK**

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
BNR Paving Proposal & Contract	C0429-26 -	pdf	238	04/29/2026
	Walking		KB	03:05 PM
	Path.pdf			
Letters of Support from Benson Hospital, Benson Unified School District, Arizona Pathways to Prosperity/Southeast Arizona, Southeast Arizona Economic Development Group/Benson Chamber	Heritage Grant	pdf	700	04/27/2026
	- Trails LOS.pdf		KB	11:11 AM

2524 - Biking/Walking Path from McLaws Road to Lewis Park

Application Details

Funding Opportunity		Initial Submit Date	Apr 30, 2026 12:59 PM
1616-HERITAGE FUND - Non-Motorized Trails - FY26		Initially Submitted By	Katharine Batten
Funding Opportunity Due Date	Aug 5, 2026 11:59 PM	Last Submit Date	
Program Area	Heritage Fund	Last Submitted By	
Status	Under Review		
Stage	Final Application		

Contact Information

Primary Contact Information

Active User	Yes
Type	External User
Name	Dr. Katharine Batten
	Salutation First Name Middle Name Last Name
Title	
Email	kit@kmbatten.com
Address	6025 Ne 28th Ave

Organization Information

Status	Approved
Name	Holbrook, City of
Organization Type	Municipal Government
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	

https://app.az.gov or Help Desk @602-542-7600

97211-6025
Postal Code/Zip

Phone 628-224-3414 Ext.
Phone
###-###-####

Fax ###-###-####

Remit Address is the address where Parks would send the payment to your agency.

The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

ADDRESS CODE REMITTANCE ADDRESS

SAM UEI #

SAM Validation

SAM Expiration Date

SAM Exclusion Flag

SAM Last Updated

Organization Website <http://www.ci.holbrook.az.us>

Address P.O. Box 970

County Holbrook State/Province
City
86025
Postal Code/Zip

Phone (928) 524-6225 Ext.
###-###-####

Fax ###-###-####

E-mail Address cher@ci.holbrook.az.us

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?

Yes

AGENCY/ORGANIZATION ADDRESS

City of Holbrook

Street

City

Holbrook 86025

City Zip

Is your organization designated as a Non-Profit?

No

PROJECT COORDINATOR

Randy Sullivan City Manager

Name Title

E-MAIL

rsullivan@holbrookaz.gov

PHONE

928-241-0346

SECONDARY PROJECT COORDINATOR

Katharine Batten Consultant/Grant Writer

Name Title

E-MAIL

kit@kmbatten.com

PHONE

628-224-3214

PROJECT INFORMATION

Provide nearest town/city to project location

Holbrook

CONGRESSIONAL DISTRICT

2

[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT

AZ LEGISLATIVE DISTRICT7

Legislative Districts

If project crosses over more than 1 legislative district enter additional district here.

ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE

COUNTYNavajo County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?
This field is limited to 4,000 characters.

Brief Description of Project

The City of Holbrook is currently installing this 1.5 mile trail from McLaws Road to Lewis Park using asphalt millings. This community trail connects a community neighborhood to the rest of the town.
The City of Holbrook proposes to use sealant to convert the asphalt millings surface to create a smoother surface.
A smoother surfaced path will be more predictable for cyclists, especially road bikes with thin tires, because it reduces vibration, improves speed, and lowers the risk of losing control. Walkers also benefit since it’s easier on joints and more stable for strollers, wheelchairs, or anyone with balance concerns. Even when compacted, asphalt millings can loosen over time, creating small ruts or soft patches. That can make biking slower and walking less comfortable. Smoother surfaces handle rain better and don’t get muddy, whereas millings can become soft or uneven in wet conditions and dusty in dry ones.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail? Yes

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Staff	1.00	Staff Position	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	September 2026	March 2027
				\$1,000.00	\$1,000.00	\$0.00		

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Oil Sealant	1.00	Other	\$19,920.00	\$19,920.00	\$0.00	\$19,920.00	September 2026	March 2027
				\$19,920.00	\$0.00	\$19,920.00		

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-Kind	Total Grant Request	State Date	End Date
Spraying of sealant	1.00	Other	\$2,000.00	\$2,000.00	\$1,920.00	\$80.00	October 2026	March 2027
				\$2,000.00	\$1,920.00	\$80.00		

Scope Item #4 Land Acquisition

Parcel No.	Estimated Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Totals

Total Grant Request	\$20,000.00
Total Match/In-kind	\$2,920.00
Total Cost	\$22,920.00
Total Match Percentage	12.74%

Budget Notes

Budget Notes

Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails? Yes

Please Explain

The City of Holbrook proposes to use sealant to convert the asphalt millings surface to create a smoother surface on a 1.5 mile trail that is currently under construction.

Will funds be used to develop signage, maps, and educational materials? No

Will funds be used to promote safe and responsible recreation through education and enforcement? No

Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities? Yes

Please Explain

The 1.5 mile trail is currently being built, and the sealant will make it smoother and safer. This community trail connects a neighborhood to the rest of the town.

Will funds be used to obtain land for trails or trail access? No

Will funds be used to develop or improve accessible trails or facilities? No

Will funds be used to develop trail management plans addressing changing conditions? No

Will funds be used to complete environmental or cultural clearance and compliance? No

Will funds be used to create a memorable visitor experience to support trail stewardship? Yes

Please Explain

This trail is part of an interconnected set of trails within and beyond the City of Holbrook. This proposal is in line with Holbrook's 2026 General Plan's Open Space, Parks and Recreation Element and will help fulfill the following goal: To provide safe, cost-effective recreational opportunities for Holbrook residents and visitors of all ages.

Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites? No

Has your organization previously received grant funds from Arizona State Parks and Trails? No

If awarded, how quickly can implementation of the project begin?

Please justify your response to
your project's shovel-readiness.

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

Projects must be shovel ready. **If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land Owner/Manager(s)

The City of Holbrook owns the land.

Project Location, including Township, Range and Section.

Please include GPS Coordinates

The trail runs parallel to an existing right-of-way road (McLaws Road). This is the information for the adjacent to the trail city-owned property.

Assesor's description: Sec 1 T17N R20E:43.12 Ac To City Per 5774-095 70.48 Ac To City Per 5774-095, 1.84 Ac To City Per 1231-30 20.66 Ac To City Per 443-926 Out Of 109-04-014A,014B,017 & 018For 97

Parcel 109-04-999

GPS coordinates for center of trail: 34.8944 x -110.17232

***Total project area in acres (or 1.50 Miles
total miles if trail)***

Project Description and Impacts:

Please provide a description of any surface and/or subsurface impacts that are expected during project implementation.

This project will involve spraying sealant on top of a trail that is currently under construction. The trail being built will have an asphalt millings surface, a rough surface. This grant will enable the trail to instead have a smooth surface – by spraying a sealant on top of the asphalt millings surface. Because this project involves spraying sealant on top of an existing trail, no additional surface or subsurface impacts are expected during project implementation.

Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project

Access routes will include McLaws Road. Staging will occur on a big open field on the corner of McLaws Road and West Romero Street. No indirect impact areas expected.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

The ground has already been graded and paved using an asphalt millings surface.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist? No

Please provide a rationale for survey not being necessary (e.g. previously disturbed)

Survey was not conducted because the project area has been previously disturbed due to road construction and utility easements.

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area? No

Are there National Register listed or eligible sites in the Project Area?

No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?

No

Is your project area within or adjacent to a historic district?

No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination)

Mechanized Equipment

If using equipment you may use this space to provide short description

Mechanized equipment will be used to spray the sealant on the trail.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

ADDITIONAL DOCUMENTS

Upload additional surveys and any other documents related to cultural resources here

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1

[Map 1.pdf](#)

Map Upload 2

[Map 2.pdf](#)

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos

* **NEPA**

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area?

No

Does the project involve any permanent easement or acquisition of right-of-way?

No

Does the project involve construction in, across or adjacent to a body of water?

No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

N/A

Please attach

[Arizona Game and Fish Environmental Review Tool](#)

report [AZ Fish Game project_report_biking_walking_path_mclaws__98522_101619.pdf](#)

Please attach Official Species [IPaC Explore Location resources.pdf](#)

List obtained through [US Fish and Wildlife Service IPaC Tool](#).

*CONTROL/LAND MANAGER APPROVAL

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

Yes

Please attach documentation showing proof of ownership below.

[Proof of Ownership.pdf](#)

* RESOLUTION

RESOLUTION

Is your organization a federal, state, or tribal agency?

No

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor Name)_____ HELD ON (Date) _____

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

- 1. Approves the filing of an application for motorized or non-motorized assistance, and**
- 2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and**
- 3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and**
- 4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and**
- 5. If applicable, certifies that Project Sponsor has matching funds**
- 6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.**

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No.

26-09

Project Sponsor Name

Mayor Kathleen Smith

**Project Sponsor's Governing
Body (if different from Sponsor
Name)**

Holbrook City Council

Project Title

DESIGNATION AUTHORITY TO EXECUTE A GRANT FOR MCLAWS BIKING TRAIL

Signed by

Draft -- will be signed in May 2026

Date

05/13/2026

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

**If you have a Completed or
Draft Resolution, please upload
it here**

[Resolution approving Parks grant for Trails.doc](#)

Risk Assessment

General

Is the organization new to managing state and/or federal funds?

No

Is this program new for the agency?

Yes

If yes, please explain

To our knowledge, this is the first time the City of Holbrook has applied for AZ State Parks and Trails funds.

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program?

No

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)?

Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds?

Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?

Yes

Legal

Has the organization ever been suspended or debarred? **No**

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov **[SAM Certification_Kathleen signed.docx](#)**

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing? **No**

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F? **Yes**

If yes, please upload a copy of your most recent Single Audit report **[City of Holbrook Audited FS FY2025.pdf](#)**

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report? **No**

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

The City does not have any debt, including bond debt.

Determination of Risk

Total Score 2

Overall Risk

*** CERTIFICATION**

Certification

Completed by **Randall Sullivan** **City Manager**
Name **Title**

Date **04/30/2026**

**I acknowledge and understand
that this grant program
operates on a reimbursement
basis. Reimbursement occurs
only after an expense is paid.
Initial here** **RS**

**I acknowledge and understand
that our agency will comply
with all appropriate state and
federal regulations, policies,
guidelines, and requirements as
they relate to the application.
Initial here** **RS**

**I acknowledge and understand
that our agency has the
required working capital and, if
applicable, matching funds for
each reimbursement and that
those matching funds are from
eligible sources. Initial here** **RS**

Identify source of working capital and, if applicable, matching funds

Matching funds will come from the City's General Fund.

**I acknowledge and understand RS
that our agency is required to
provide proof of liability
insurance. Initial here**

**Please upload either proof of
insurance OR if insurance has
not been purchased yet, please
upload a quote showing
appropriate levels of insurance .**

Insurance requirements can be found in Part III, Section M of Attachment B

Proof Insurance.pdf

**I acknowledge that my agency RS
leadership is aware of and
supportive of this grant
application process. Initial here**

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

**I acknowledge awareness of RS
and the responsibility to comply
with the Americans with
Disabilities Act requirements**

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

***If you do not have an objection, RS
initial here***

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
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No files attached.

3074 - Sustainable Outdoor Infrastructure: The 100 Acre Bike Park Initiative

Application Details

Funding Opportunity		Initial Submit Date	Aug 5, 2026 9:01 PM
1616-HERITAGE FUND - Non-Motorized Trails - FY26		Initially Submitted By	Jody Bartz
Funding Opportunity Due Date	Aug 5, 2026 11:59 PM	Last Submit Date	
Program Area	Heritage Fund	Last Submitted By	
Status	Submitted		
Stage	Final Application		

Contact Information

Primary Contact Information

Active User	Yes
Type	External User
Name	Dr. Jody Middle Name Salutation First Name Bartz Last Name
Title	Executive Director
Email	admin@elgrupocycling.org
Address	610 N. 9th Avenue

Organization Information

Status	Approved
Name	El Grupo Youth Cycling
Organization Type	Non-Profit
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	

<https://app.az.gov> or Help Desk @602-542-7600

85705
Postal Code/Zip

Phone (520) 429-6138 Ext.
Phone
###-###-####

Fax ###-###-####

Remit Address is the address where Parks would send the payment to your agency.

The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

ADDRESS REMITTANCE ADDRESS
CODE

SAM UEI #

SAM Validation

SAM Expiration
Date

SAM Exclusion
Flag

SAM Last
Updated

Organization <https://www.elgrupocycling.org/>
Website

Address P.O. Box 295

Tucson Arizona
City State/Province

County Pima County 85702-
Postal Code/Zip

Phone (520) 429-6138 Ext.
###-###-####

Fax ###-###-####

E-mail Address admin@elgrupocycling.org

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?

Yes

AGENCY/ORGANIZATION ADDRESS

PO Box 295

Street

City

Tucson 85702

City Zip

Is your organization designated as a Non-Profit?

Yes

If designated as a non-profit, please upload IRS determination letter evidencing tax status

[501c3 Letter 1.pdf](#)

PROJECT COORDINATOR

Jody Bartz Executive Director

Name Title

E-MAIL

admin@elgrupocycling.org

PHONE

520-429-6138

SECONDARY PROJECT COORDINATOR

Nancy Olinger Bookkeeper

Name Title

E-MAIL

bookkeeper@elgrupocycling.org

PHONE

520-476-7808

PROJECT INFORMATION

Provide nearest town/city to project location

Tucson

CONGRESSIONAL DISTRICT

D6

[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT

D7

AZ LEGISLATIVE DISTRICT

D21

[Legislative Districts](#)

If project crosses over more than 1 legislative district enter additional district here.

ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE

D20

COUNTY

Pima County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

Executive Summary: This collaborative initiative brings together El Grupo Youth Cycling, Sonoran Desert Mountain Bicyclists (SDMB), and the City of Tucson to activate and maintain two vital sections of the 100 Acre Wood Bike Park. By combining the strengths of a youth non-profit, a trail advocacy organization, and local government, this project expands equitable access to outdoor recreation for young people while ensuring long-term stewardship of public park infrastructure.

Grant funding will support free-of-charge youth mountain bike programming based at Freedom Park. By pairing bike skills instruction with hands-on trail maintenance, the project offers local youth transformative outdoor experiences while preserving a prized municipal asset.

Collaborative Framework & Partner Roles: This initiative relies on a deeply integrated collaborative model where each partner fills a distinct, complementary role:

- El Grupo Youth Cycling (Program Delivery & Youth Engagement): El Grupo leads youth recruitment, program coordination and facilitation based at Freedom Park. Leveraging extensive youth development experience, El Grupo ensures all programming remains 100% free, eliminating financial barriers. They provide structured, empowering environments where youth build resilience, teamwork, and confidence on two wheels.
- Sonoran Desert Mountain Bicyclists (Mentorship & Technical Expertise): SDMB supplies experienced adult mentors and trail experts to work directly with participating youth. Mentors lead workshops on trail dynamics, safe riding practices, and bike mechanics while modeling positive leadership. During work days, SDMB mentors train youth on proper maintenance, sustainable trail design, and desert conservation.
- City of Tucson (Infrastructure, Tools & Materials): The City of Tucson serves as the foundational municipal partner, supplying essential tools, materials, and logistics for regular maintenance days. City involvement ensures trail updates adhere to safety standards while maximizing volunteer impact.

Core Program Pillars: Operating from Freedom Park and maintaining two key sections of 100 Acre Wood Bike Park, the program integrates three core pillars:

- Trail & Bike Education: Youth receive structured instruction covering bicycle mechanics, basic repairs, trail etiquette, and bike handling skills. Learning how bikes function and how trails are built instills self-reliance and practical technical skills.
- Active Trail Stewardship: Youth actively care for the land they ride. Regular trail work days—supported by City tools and SDMB mentors—teach practical lessons in erosion management, habitat protection, and responsible land stewardship.
- Community Mentorship & Equity: Removing financial barriers while providing structured mentorship creates an inclusive space for Tucson youth who might otherwise lack access to mountain biking equipment, coaching, or trail networks.

Long-Term Impact & Community Value: By targeting two specific sections of 100 Acre Wood Bike Park, this initiative guarantees focused, continuous maintenance that keeps the park safe and rideable for the entire community. Simultaneously, it cultivates the next generation of outdoor stewards—empowering Tucson youth with physical health, environmental responsibility, and strong community connections. Grant funds will yield immediate infrastructure improvements and lasting human impact across southern Arizona.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail? No

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
el Grupo Program Staff	6.00	Staff Position	\$3,000.00	\$18,000.00	\$3,000.00	\$15,000.00	9/2026	5/2027
100 Acre Wood Project Coordinator	1.00	Staff Position	\$3,000.00	\$3,000.00	\$0.00	\$3,000.00	9/2026	5/2027
				\$21,000.00	\$3,000.00	\$18,000.00		

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Bike Maintenance Materials	1.00		\$800.00	\$800.00	\$0.00	\$800.00	9/2026	5/2027
				\$4,400.00	\$2,400.00	\$2,000.00		

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
City of Tucson - Department of Environmental Service8	3.00	Other	\$400.00	\$1,200.00	\$1,200.00	\$0.00	9/2026	5/2027
SDMB Volunteers + Tools	6.00	Other	\$400.00	\$2,400.00	\$1,200.00	\$1,200.00	9/2026	5/2027
				\$4,400.00	\$2,400.00	\$2,000.00		

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-Kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #4 Land Acquisition

Parcel No.	Estimated Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
City of Tucson - Freedom Park Bike and Materials Storage	1.00	Other	\$6,750.00	\$6,750.00	\$6,750.00	\$0.00	9/2026	5/2027

\$6,750.00 \$6,750.00 \$0.00

Totals

Total Grant Request	\$20,000.00
Total Match/In-kind	\$12,150.00
Total Cost	\$32,150.00
Total Match Percentage	37.79%

Budget Notes

Budget Notes

Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails? Yes

Please Explain

Grant funding directly supports physical restoration and maintenance across two key trail sections at 100-Acre Wood Bike Park using a youth mentorship model. Guided by trail experts from Sonoran Desert Mountain Bicyclists (SDMB) and El Grupo Youth Cycling, youth perform critical trail work in a hands-on learning environment.

Maintenance focus areas include:

Tread & Drainage Repair: Repairing monsoon erosion, resetting cross-slopes, and installing rolling dips or rock armor to divert runoff.

Corridor Safety: Clearing overgrown brush and rock debris using City-provided tools to maintain safe sightlines for riders.

Habitat Protection: Closing unauthorized social trails with rock barriers and revegetation to protect native desert ecology.

This dual-purpose approach preserves municipal outdoor infrastructure, advances SCORP stewardship priorities, and empowers youth through practical technical skills and environmental ownership.

Will funds be used to develop signage, maps, and educational materials? No

Will funds be used to promote safe and responsible recreation through education and enforcement? Yes

Please Explain

YES. Grant funds directly promote safe, responsible recreation through structured youth education and peer-led compliance at 100-Acre Wood Bike Park and Freedom Park.

Education: SDMB mentors and El Grupo coaches deliver hands-on instruction covering trail etiquette, protective gear, bike mechanics, and safe riding techniques. Youth learn non-motorized trail rules, right-of-way dynamics, speed control, and Leave No Trace principles in sensitive desert ecosystems. Structured sessions teach how rider behavior affects trail longevity and safety.

Enforcement & Compliance: The project drives compliance through structured mentorship, clear wayfinding signage, and peer leadership. Youth stewards perform mandatory safety checks before rides, enforce helmet and bike-readiness rules, and model responsible trail behavior. By physically repairing official routes and closing unauthorized social trails, the project actively guides riders to stay on designated, safe paths.

Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities? No

Will funds be used to obtain land for trails or trail access? No

Will funds be used to develop or improve accessible trails or facilities? No

Will funds be used to develop trail management plans addressing changing conditions? No

Will funds be used to complete environmental or cultural clearance and compliance? No

Will funds be used to create a memorable visitor experience to support trail stewardship? Yes

Please Explain

YES. Grant funds create memorable visitor experiences that turn trail users into lifelong stewards at 100-Acre Wood Bike Park and Freedom Park.

Experiential Learning: Integrating youth bike skills, trail maintenance workdays, and desert ecology fosters a deep connection to the land. Learning to build and repair trails transforms youth from passive park visitors into invested community stewards who take pride in public recreation spaces.

Visitor Experience & Inclusion: For the broader community, well-maintained, safely signed, and rider-ready trail sections deliver an exceptional outdoor experience. Removing financial barriers ensures inclusive access that builds strong community connection and local park pride.

Sustained Stewardship: These hands-on experiences instill long-term conservation values. Youth share their knowledge with peers and family, building a lasting culture of responsibility, respect, and volunteer stewardship across Tucson's municipal trail network.

Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites? No

Has your organization previously received grant funds from Arizona State Parks and Trails? Yes

Please Explain

YES. El Grupo Youth Cycling previously received funding from the Arizona State Parks and Trails Heritage Fund, which underwrote essential equipment, fleet maintenance, and key mentorship personnel.

Specifically, grant funding supported replacing half of the Grupito fleet with 25 new bikes, directly serving 50 youth riders. Funds covered critical bike maintenance inventory-including brake pads, chains, suspension components, cassettes, pedals, inner tubes, and tires-along with one shop air compressor to maintain fleet readiness. Additionally, the grant underwrote dedicated staff time for a Team Coach to lead skills instruction and trail workdays, as well as a Bike-packing Coordinator to facilitate outdoor leadership excursions.

Building on these prior Heritage Fund investments, our team has demonstrated full fiscal accountability, on-time project completion, and ongoing stewardship of grant-funded assets.

If awarded, how quickly can implementation of the project begin? Within Three Months of Signed Agreement

Please justify your response to your project's shovel-readiness.

YES. This project is 100% shovel-ready for immediate execution upon grant award. Because the project utilizes established partnerships and existing operational infrastructure at Freedom Park, there are zero pre-development, land acquisition, or permitting delays.

Immediate Readiness Factors:

Institutional Partnerships: Formally established roles between El Grupo, Sonoran Desert Mountain Bicyclists (SDMB), and the City of Tucson ensure seamless administrative and operational rollout on day one.

Existing Infrastructure: Program operations, fleet storage, and youth activities are already headquartered at Freedom Park, adjacent to 100-Acre Wood Bike Park.

Fleet & Equipment On-Site: Youth mountain bikes and initial tool sets are already present and staged at Freedom Park, allowing immediate staging of youth workdays and mentorship sessions.

Grant funds will be deployed instantly toward active trail maintenance, fleet upgrades, and program coaching without startup friction.

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

Projects must be shovel ready. **If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land

Owner/Manager(s)

Owned by the United States of America/ Managed by the City of Tucson Department of Parks and Recreation through a 20-year lease agreement

**Project Location, including
Township, Range and Section.**

Please include GPS Coordinates

Portions of the South ½ of the South ½ of Section 22 and the Northwest ¼ of the Northwest ¼ of Section 27, Township 14 South, Range 14 East.

32.194° N, 110.900° W, centered at the physical address 2801 S. Alvernon Way

**Total project area in acres (or 99.50 Acres
total miles if trail)**

Project Description and Impacts:

***Please provide a description of
any surface and/or subsurface
impacts that are expected
during project implementation.***

Ground disturbance will be minimal and related to the maintenance of trails or dirt features only. The terms of the lease agreement with Davis-Monthan Air Force Base (the United States) limit ground disturbing activities to only those needed to maintain trails and features.

***Discuss both direct and indirect
impact areas, such as staging
areas and access routes that
will be used as part of the
project***

The multiuse paths (roads) and trails will serve as the primary circulation routes to access and maintain the site.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

Designated trails have been bladed and graded, all other areas have been left in their natural condition or are being returned to a natural condition.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist?

Not Applicable-Education Project

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area?

No

Are there National Register listed or eligible sites in the Project Area?

No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?

Unknown

Is your project area within or adjacent to a historic district?

No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination)

Hand Tools & Foot Traffic

If using equipment you may use this space to provide short description

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s) [2023-12-15-100AW-Tierra-ClassIII-Report.pdf](#)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments [2023-12-15-100AW-Tierra-ClassIII-Report.pdf](#)

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments [2023-12-15-100AW-Tierra-ClassIII-Report.pdf](#)

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo [2023-12-15-100AW-Tierra-ClassIII-Report.pdf](#)

ADDITIONAL DOCUMENTS

**Upload additional surveys and
any other documents related to
cultural resources here**

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1 [2026-08-04-100AW-FINAL-TRAIL-MAP.jpg](#)

Map Upload 2 [2026-08-04-100AW-FINAL-TRAIL-MAP.jpg](#)

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos [100 Acre Wood Bike Park Pics.pdf](#)

* **NEPA**

Environmental Checklist

**Are there
threatened/endangered species
or critical habitats identified
within the project area?** No

Does the project involve any permanent easement or acquisition of right-of-way? No

Does the project involve construction in, across or adjacent to a body of water? No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

Please attach

[Arizona Game and Fish Environmental Review Tool](#)
report

Please attach Official Species List obtained through [US Fish and Wildlife Service IPaC Tool](#).

***CONTROL/LAND MANAGER APPROVAL**

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

No

Please attach letter from Land Managing agency showing the land managing agency is aware, and supportive of the proposal.

[2026-08-05-COT-LOS-100AW-Heritage-Grant-GJ-SIGNED.pdf](#)

*** RESOLUTION**

RESOLUTION

Is your organization a federal, state, or tribal agency?

No

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor Name)_____ HELD ON (Date) _____

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR’S GOVERNING BODY hereby:

- 1. Approves the filing of an application for motorized or non-motorized assistance, and**
- 2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and**
- 3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and**
- 4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and**
- 5. If applicable, certifies that Project Sponsor has matching funds**
- 6. Appoints the agent listed below as agent of (Project Sponsor’s Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.**

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No.

Project Sponsor Name **el Grupo Youth Cycling**

**Project Sponsor’s Governing
Body (if different from Sponsor
Name)**

Project Title **Sustainable Outdoor Infrastructure: The 100 Acre Bike Park Initiative**

Signed by

TBD

Date

08/19/2026

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

If you have a Completed or Draft Resolution, please upload it here [*DRAFT of Resolution for Heritage Fund August 2026.pdf*](#)

Risk Assessment

General

Is the organization new to managing state and/or federal funds? **No**

Is this program new for the agency? **Yes**

If yes, please explain

Executive Director Dr. Jody Bartz brought established working relationships with the City of Tucson, Freedom Park, and SDMB directly from her work with GRO Girl GRO, enabling seamless inter-agency collaboration on day one in her role at el Grupo.

For three years, Dr. Bartz has been running girls' only MTB programming at Freedom Park and has been on the 100 Acre Wood Bike Park Steering Committee for the past 2 years. This initiative at el Grupo is a perfect "new" addition to programming!

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program? **No**

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)?

Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds?

Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?

Yes

Legal

Has the organization ever been suspended or debarred?

No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

[**SAM.gov _ Register Entity.pdf**](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

No

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations? **No**

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors? **No**

Additional Information

El Grupo Youth Cycling presents a low financial, administrative, and operational risk profile for state grant investment. The organization operates under robust fiscal controls, including independent board oversight, annual financial reviews, and strict segregation of accounting duties to ensure grant compliance.

Key Low-Risk Indicators:

Leadership & Governance: Guided by Executive Director Dr. Jody Bartz, El Grupo maintains stabilized leadership, updated risk management policies, and clear administrative procedures.

Strategic Partner Oversight: Multi-agency collaboration with the City of Tucson (land/infrastructure owner) and SDMB (technical trail experts) mitigates operational, land-use, and safety risks.

Safety & Asset Controls: All programming follows certified safety protocols and carries full liability insurance coverage. Equipment and fleet assets are securely stored at Freedom Park, and prior grant performance reflects flawless execution without compliance issues.

Determination of Risk

Total Score **1**

Overall Risk

* **CERTIFICATION**

Certification

Completed by **Jody M. Bartz** **Executive Director**
Name **Title**

Date **08/05/2026**

I acknowledge and understand **JMB**
that this grant program
operates on a reimbursement
basis. Reimbursement occurs
only after an expense is paid.
Initial here

I acknowledge and understand **JMB**
that our agency will comply
with all appropriate state and
federal regulations, policies,
guidelines, and requirements as
they relate to the application.
Initial here

I acknowledge and understand **JMB**
that our agency has the
required working capital and, if
applicable, matching funds for
each reimbursement and that
those matching funds are from
eligible sources. Initial here

Identify source of working
capital and, if applicable,
matching funds

National Bank of Arizona and Tucson Federal Credit Union

I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here **JMB**

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B

26-27 Renewal Certificate of Insurance for City of Tucson.pdf

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here **JMB**

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements **JMB**

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here **JMB**

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
SDMB Letter of Support	SDMB Letter of Support Heritage Fund August 2026.pdf	pdf	166 KB	08/05/2026 08:07 PM

3080 - Safety Enhancements for Ramsey Memorial Park

Application Details

Funding Opportunity		Initial Submit Date	Aug 5, 2026 5:44 PM
1616-HERITAGE FUND - Non-Motorized Trails - FY26		Initially Submitted By	Britney Reynolds
Funding Opportunity Due Date	Aug 5, 2026 11:59 PM	Last Submit Date	
Program Area	Heritage Fund	Last Submitted By	
Status	Submitted		
Stage	Final Application		

Contact Information

Primary Contact Information

Active User	Yes
Type	External User
Name	Ms. Britney Reynolds Salutation First Name Middle Name Last Name
Title	Community Development Director
Email	b.reynolds@eagaraz.gov
Address	22 West 2nd Street PO box 1300

Organization Information

Status	Approved
Name	Eagar, Town of
Organization Type	Municipal Government
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	
https://app.az.gov or Help Desk @602-542-7600	

	Eagar	Arizona
	City	State/Province
85925		
Postal Code/Zip		
Phone	(928) 333-4128	221
	Phone	Ext.
	###-###-####	
Fax	(928) 333-5140	
	###-###-####	

Remit Address is the address where Parks would send the payment to your agency.

The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

ADDRESS	REMITTANCE ADDRESS
CODE	

SAM UEI #	VPB7THHASZS3
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SAM Validation	Active
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SAM Expiration Date	09/09/2026
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SAM Exclusion Flag	
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SAM Last Updated	Aug 3, 2026 12:01 AM
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Organization Website	
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Address	P.O. Box 1300
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	Eagar	Arizona
	City	State/Province
County	85925-	
	Postal Code/Zip	

Phone	(928) 333-4128	Ext.
	###-###-####	

Fax	###-###-####
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E-mail Address	k.brady@eagaraz.gov
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* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?

Yes

AGENCY/ORGANIZATION ADDRESS

PO Box 1300
Street

City

Eagar 85925
City Zip

Is your organization designated as a Non-Profit?

No

PROJECT COORDINATOR

Britney Reynolds Community Development Director
Name Title

E-MAIL

b.reynolds@eagaraz.gov

PHONE

928-333-4128

SECONDARY PROJECT COORDINATOR

John Pendroncelli Public Works Director
Name Title

E-MAIL

j.pedroncelli@eagaraz.gov

PHONE

928-333-4128

PROJECT INFORMATION

Provide nearest town/city to project location

Eagar

CONGRESSIONAL DISTRICT

2

[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT

If project crosses over more than 1 legislative district enter additional district here.

**ADDITIONAL LEGISLATIVE
DISTRICTS ENTER HERE****COUNTY**

Apache County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

Ramsey Memorial Park is the Town of Eagar's primary outdoor recreation area and one of the community's most heavily used public spaces. The park features more than 2,500 linear feet of paved, multi-use, non-motorized trails, picnic pavilions, playgrounds, a skate park, and a seasonal splash pad that attracts families and children throughout the year. The five-acre park shares its northwest boundary with the Round Valley Fire and Medical Department, creating a unique situation where recreational activities occur immediately adjacent to emergency response operations.

The Town of Eagar is requesting Arizona State Parks and Trails Heritage Fund assistance to install approximately 380 linear feet of four-foot-tall commercial-grade precast concrete fencing. The fencing will be installed along the fire department parking lot and behind the playground to create a clearly defined separation between recreational areas and emergency response operations. Precast concrete was selected because it is durable, requires very little maintenance, and is well suited to Eagar's harsh climate, providing a long-lasting public safety improvement.

Currently, there is no physical barrier separating park users from the fire department's apparatus parking lot and emergency vehicle access routes. Families and children regularly move between the playground, trails, and open lawn areas, often walking near the fire department's operational space. During emergency calls, ambulances and fire engines must leave the station quickly, increasing the potential for conflicts between emergency vehicles and pedestrians.

The proposed fencing will create a clear visual and physical boundary that naturally directs visitors away from emergency operations while preserving access to all park amenities. Fencing behind the playground will discourage children from wandering toward the fire station, while fencing along the fire department parking lot will reinforce the separation between public recreation and emergency response activities. These improvements will enhance safety for park visitors while allowing first responders to enter and leave the station more efficiently during emergencies.

Following a grant award, the Town will complete the project in accordance with all applicable local, state, and federal procurement requirements. A competitive bidding process will be used to select a qualified contractor. All fencing will be installed within Town-owned property, and any required State Historic Preservation Office (SHPO) consultation will be completed before construction begins.

The Public Works Director will oversee construction to ensure compliance with local building codes and ADA accessibility requirements. Grant administration, financial management, and required reporting will be managed by the Town's Grant Writer with oversight from the Community Development Director and Public Works Director.

The project includes approximately 380 linear feet of four-foot-tall precast concrete fencing at an estimated cost of \$105.27 per linear foot, for a total estimated construction cost of \$40,002. The Town of Eagar has committed a 50% cash match, demonstrating its investment in improving public safety and preserving one of the community's most valuable recreational assets.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail?

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-Kind	Total Grant Request	State Date	End Date
4-Foot Concrete Fencing and Installation	380.00	Feet	\$105.27	\$40,002.60	\$20,002.60	\$20,000.00	November 2026	June 2027
				\$40,002.60	\$20,002.60	\$20,000.00		

Scope Item #4 Land Acquisition

Parcel No.	Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
-----------------------	----------	-----------	-----------	------------	---------------	---------------------	------------	----------

No Data for Table

Totals

Total Grant Request	\$20,000.00
Total Match/In-kind	\$20,002.60
Total Cost	\$40,002.60
Total Match Percentage	50.00%

Budget Notes

Budget Notes

Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails? Yes

Please Explain

The current retaining wall behind the playground is falling apart and will be replaced with this project.

Will funds be used to develop signage, maps, and educational materials?

No

Will funds be used to promote safe and responsible recreation through education and enforcement?

No

Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities?

No

Will funds be used to obtain land for trails or trail access?

No

Will funds be used to develop or improve accessible trails or facilities?

Yes

Please Explain

Yes, this project will be used to make the existing trails at Ramsey Memorial Park safer for pedestrians on the trail.

Will funds be used to develop trail management plans addressing changing conditions?

No

Will funds be used to complete environmental or cultural clearance and compliance?

No

Will funds be used to create a memorable visitor experience to support trail stewardship?

No

Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites?

No

**Has your organization
previously received grant funds
from Arizona State Parks and
Trails?**

No

**If awarded, how quickly can
implementation of the project
begin?**

Within Three Months of Signed Agreement

**Please justify your response to
your project's shovel-readiness.**

This project has been planned and approved by the Town of Eagar's Town Council. The match for this project was put in this fiscal year's annual budget. We already have plans drawn and quotes acquired.

***CULTURAL CLEARANCE REVIEW FORM**

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

Projects must be shovel ready. **If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

***Current Land
Owner/Manager(s)***

Town of Eagar

**Project Location, including
Township, Range and Section.**

Please include GPS Coordinates

Ramsey Memorial Park is located in the center of Eagar, AZ. The park is owned and managed by the Town of Eagar.

**Total project area in acres (or
total miles if trail)** 4.88 Acres

Project Description and Impacts:

**Please provide a description of
any surface and/or subsurface
impacts that are expected
during project implementation.**

During the implementation of this project, there will be heavy machinery and vehicles entering and exiting the project area. We will also dig holes for the fence posts to ensure stabilization. The hole is estimated to be 3 feet deep x 18 inches wide. The fencing portion will sit on the surface of the ground.

**Discuss both direct and indirect
impact areas, such as staging
areas and access routes that
will be used as part of the
project**

Staging area will be located in the eastern portion of the Round Valley Fire Department's parking lot. Because the fencing will go along the edge of the parking lot, no off-road access route will be required.

Ground Surface Information

**Describe the condition of the
current ground surface within
the entire project boundary area
(for example, is the ground in a
natural undisturbed condition,
or has it been bladed, paved,
graded, etc.)**

The current ground is in its natural, undisturbed condition.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist?

Unknown

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area?

No

Are there National Register listed or eligible sites in the Project Area?

No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?

No

Is your project area within or adjacent to a historic district?

No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination)

Combination (Hand tools and mechanized)

If using equipment you may use this space to provide short description

Auger, Skid Loader, Concrete Mixer, and vehicles will be used on this project.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

ADDITIONAL DOCUMENTS

***Upload additional surveys and
any other documents related to
cultural resources here***

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1

[Summary A4 Portrait.pdf](#)

Map Upload 2

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos

[Fencing Photos.pdf](#)

* **NEPA**

Environmental Checklist

**Are there
threatened/endangered species
or critical habitats identified
within the project area?**

No

**Does the project involve any
permanent easement or
acquisition of right-of-way?**

No

**Does the project involve
construction in, across or
adjacent to a body of water?**

No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

None- All work will be completed on town-owned property.

Please attach

[Arizona Game and Fish Environmental Review Tool](#)
report

Please attach Official Species List obtained through [US Fish and Wildlife Service IPaC Tool](#). [IPAC Endangered Species.pdf](#)

*CONTROL/LAND MANAGER APPROVAL

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

Yes

Please attach documentation showing proof of ownership below.

[Tax Account.pdf](#)

* RESOLUTION

RESOLUTION

Is your organization a federal, state, or tribal agency?

No

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor Name)_____ HELD ON (Date) _____

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR’S GOVERNING BODY hereby:

- 1. Approves the filing of an application for motorized or non-motorized assistance, and**
- 2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and**
- 3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and**
- 4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and**
- 5. If applicable, certifies that Project Sponsor has matching funds**
- 6. Appoints the agent listed below as agent of (Project Sponsor’s Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.**

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No.

Project Sponsor Name

**Project Sponsor’s Governing
Body (if different from Sponsor
Name)**

Project Title

Signed by

Date

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

If you have a Completed or Draft Resolution, please upload it here [2026-14 Fence Resolution.pdf](#)

Risk Assessment

General

Is the organization new to managing state and/or federal funds? **No**

Is this program new for the agency? **No**

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program? **No**

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)? **No**

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds?

Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?

Yes

Legal

Has the organization ever been suspended or debarred?

No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

[**EntityInformation_20260804-122312.pdf**](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

No

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

Determination of Risk

Total Score 2

Overall Risk

*** CERTIFICATION**

Certification

Completed by Britney Reynolds **Community Development Director**

Name Title

Date 08/05/2026

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here **BR**

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here **BR**

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here **GR**

Identify source of working capital and, if applicable, matching funds

Town of Eagar's general budget (Tax Revenue)

I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here **BR**

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here

BR

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements

BR

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
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No files attached.

2388 - Short Creek Valley Bike Skills Park

Application Details

Funding Opportunity		Initial Submit Date	Apr 7, 2026 7:52 AM
1565-HERITAGE FUND - Local, Regional and State Park (LRSP) - FY26		Initially Submitted By	Kevin Adams
Funding Opportunity Due Date	Apr 30, 2026 11:59 PM	Last Submit Date	
Program Area	Heritage Fund	Last Submitted By	
Status	Under Review	Contact Information	
Stage	Final Application		

Primary Contact Information

Active User	Yes
Type	External Reviewer
Name	Mr. Kevin P
	Salutation First Name Middle Name
Adams	
Last Name	
Title	Treasurer
Email	moretrailboss@gmail.com
Address	239 Sun Up Ranch Rd

Organization Information

Status	Approved
Name	Wheel Fun
Organization Type	Non-Profit
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	
IV0000033550	
https://app.az.gov or Help Desk @602-542-7600	

86351
Postal Code/Zip

Phone (301) 646-8035 Ext.
Phone
###-###-####

Fax ###-###-####

Remit Address is the address where Parks would send the payment to your agency.

The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

ADDRESS 239 Sun Up Ranch Road
CODE REMITTANCE ADDRESS

SAM UEI #

SAM Validation

SAM Expiration
Date

SAM Exclusion
Flag

SAM Last
Updated

Organization <http://www.wheelfun.org>
Website

Address 239 Sun Up Ranch Road

County Sedona Arizona
City State/Province
86351-
Postal Code/Zip

Phone (301) 646-8035 Ext.
###-###-####

Fax ###-###-####

E-mail Address kevin.wheelfun@gmail.com

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?

Yes

AGENCY/ORGANIZATION ADDRESS

239 Sun Up Ranch Road
Street

City

Sedona 86351
City Zip

Is your organization designated as a Non-Profit?

Yes

If designated as a non-profit, please upload IRS determination letter evidencing tax status

[Wheel Fun IRS Designation.pdf](#)

PROJECT COORDINATOR

Kevin Adams Treasurer
Name Title

E-MAIL

kevin@wheelfun.org

PHONE

301-646-8035

SECONDARY PROJECT COORDINATOR

Jen Gote-Matarese Development Director
Name Title

E-MAIL

jen@wheelfun.org

PHONE

480-842-1681

PROJECT INFORMATION

Provide nearest town/city to project location

Colorado City

CONGRESSIONAL DISTRICT

AZ-09

[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT**AZ LEGISLATIVE DISTRICT**

30

[Legislative Districts](#)

If project crosses over more than 1 legislative district enter additional district here.

ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE**COUNTY**

Mohave County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

The Short Creek Valley is one of Arizona's most geographically isolated and underserved regions. Residents of Colorado City and surrounding rural communities have limited access to safe public recreation, youth development infrastructure, and shared gathering spaces. **Until recently, youth access to cycling was banned by church leaders, and the community is still rebuilding recreational infrastructure.** Extensive federally managed land leaves few developed parks or facilities to support healthy activity for youth and families.

Decades of social isolation, compounded by COVID impacts, have contributed to generational poverty, limited youth services, and weakened community connections. The lack of local facilities restrict access to free, safe recreation.

The Short Creek Valley Bike Skills Park addresses this gap by creating a permanent, publicly owned, accessible recreation space that expands safe opportunities for youth and strengthens long-term community health and connection.

Grant funds, combined with additional fundraising, will be used to design and construct new sustainable bike skills trails at the proposed park site. These purpose-built trails including a pump track, flow lines, and progression features, will follow sustainable design standards and serve as a community recreation asset. The project will create a dedicated, safe riding area that connects local youth and families to outdoor recreation opportunities and supports broader community trail engagement and the bike park will be the first such park in Mohave County north of the Grand Canyon.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail?

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Unit		Unit		Match/In-kind	Total Grant Request	State Date	End Date
	Quantity	Type	Cost	Total				

No Data for Table

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Unit		Unit		Match/In-kind	Total Grant Request	State Date	End Date
	Quantity	Type	Unit Cost	Total				

Fencing	1.00	Each	\$12,995.25	\$12,995.25	\$12,995.25	\$0.00	Dec 2026	Dec 2026
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\$12,995.25 \$12,995.25 \$0.00

Scope Item #3 Construction

Construction Costs Breakdown	Unit		Unit		Match/In-Kind	Total Grant Request	State Date	End Date
	Quantity	Type	Unit Cost	Total				

Professional Trail Builder	1.00	Each	\$135,000.00	\$135,000.00	\$35,000.00	\$100,000.00	January 2027	May 2027
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\$135,000.00 \$35,000.00 \$100,000.00

Scope Item #4 Land Acquisition

Parcel No.	Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Totals

Total Grant Request	\$100,000.00
Total Match/In-kind	\$47,995.25
Total Cost	\$147,995.25
Total Match Percentage	32.43%

Budget Notes

Budget Notes

Max 3000 Characters (Not required)

*LWCF/LRSP SCORING CRITERIA

Please select one of the following that best describes your project

Combination Acquisition and Development
Max 3 Points

What impact will the project have on existing outdoor recreation opportunities?

Project Provides Entirely New Outdoor Recreation Opportunity
Max 3 Points

Once awarded, how quickly can implementation of the project begin?

Within Six Months of Signed Agreement
Max 3 Points

Please provide justification for your response above

On January 8, 2026, at a Mohave County Community Services public hearing on Community Development Block Grant (CDBG) funding, Wheel Fun identified the Short Creek Valley Bike Skills Park Phase 1 as an eligible project.

On January 31, 2026, Wheel Fun submitted a CDBG application requesting \$135,000.

At its February 2, 2026 meeting, the Mohave County Board of Supervisors directed staff to develop a formal partnership with Wheel Fun for the project.

On February 17, 2026, the Mohave County Board of Supervisors approved Wheel Fun's CDBG application.

On February 24, 2026, Wheel Fun secured a renewable 15-year Recreation and Public Purposes ground lease with the United Effort Plan (UEP) Trust for approximately 10.94 acres in Colorado City (APN 404-20-039).

On March 2, 2026, the Mohave County Board of Supervisors approved a Memorandum of Understanding for development of the site.

CDBG award letters are anticipated by October 1, 2026, with groundbreaking within 90 days.

(Limit 1000 Characters)

Will you be partnering with any other organization in order to complete the project?

Yes
Max 3 Points

If partnering with other agencies, what steps will be taken to build new and strengthen existing partnerships to provide a network that addresses community connections and recreation opportunities?

Wheel Fun builds partnerships by aligning early with local agencies and stakeholders to ensure shared ownership and long-term success.

For the Short Creek Valley Bike Skills Park, we engaged Mohave County Community Services through the CDBG process, identifying the project as a community priority. This led to Board direction to develop a partnership and approve funding support.

We formalized roles through a Memorandum of Understanding with Mohave County and secured a renewable 15-year ground lease with the UEP Trust to ensure stable site access. Upon bike skills park dedication, the UEP Trust plans to donate the Property to Mohave County for use as a County Park.

Beyond formal agreements, Wheel Fun works with the Colorado City Unified School District, volunteers, and community leaders to activate the space - connecting youth and adults, especially those over 50.

Together, these partnerships expand recreation access and strengthen community connections.

(Limit 1000 Characters)

Please attach letter of support from partner organizations

[Partner Letters of Support.pdf](#)

*If working with more than one partner, please combine into one document before attaching. Sponsor will not be awarded points without providing letters of support.

Has the public been involved in the project development process? Yes

Please describe public outreach efforts. This can include minutes from public meetings, outreach flyers, newspaper articles, or any innovative outreach methods.

There have been four Mohave County public hearings between January 8th and March 2, 2026 where the Project has been discussed.

The posting in the paper will occur between April 8-10 and will be published in the Standard, Havasu News, and Kingman Daily Miner papers. A fifth public hearing is tentatively scheduled for May 4, 2026 where the Board is expected to adopt the CDBG resolution which will include Wheel Fun's CDBG grant application.

Max 3 Points (Limit 1000 Characters)

Please attach examples and proof of public outreach efforts.

[Public Hearing Annoucements - Minutes.pdf](#)

**Sponsor will not be awarded points without providing examples of public outreach efforts. Please combine multiple documents into one.*

Please describe any innovative solutions or best practices that were utilized during project development.

Over the past 36 months, the Project's local champion, Charles Hammon, worked with Mohave County Parks and Board Chair Travis Lingenfelter on development activities, culminating in a draft conceptual plan in October 2024.

In April 2025, Charles engaged Wheel Fun, which has built four bike skills parks in Yavapai and Gila Counties. Treasurer Kevin Adams and Flagline Trails Principal Matt Roberts conducted a site visit on May 26, 2025, confirmed the plan's viability, and Wheel Fun agreed to participate. Wheel Fun has also published lessons learned on bike skills parks. <https://wheelfun.org/8-lessons-school-bike-parks/>

Charles convened the North Mohave County Commerce Coalition Philanthropy Forum (Nov 19-21, 2025), bringing together statewide foundations, agencies, and regional leaders. This forum helped secure private funding and build broader support for the Project.

Max 3 Points (Limit 1000 Characters)

Will the project directly connect to another trail or recreation facility?

Yes

Max 3 points

Please attach a map showing where connections will occur.

[Trail Connection Map.pdf](#)

Please explain how the site will be maintained once project is complete.

Once the project is complete the MOU between Mohave County and Wheel Fun requires the County to maintain long-term stewardship of the Property and facilitate resource mechanisms for maintenance of the Project and its improvements.

Max 3 Points (Limit 1000 Characters)

Please document what steps will be taken to ensure this and other public outdoor recreation facilities will be maintained.

Wheel Fun will ensure long-term maintenance through alignment with Mohave County's Recreation Programming Plan (Goal #2: provide a first-class park and trail system accessible to all).

Under the Memorandum of Understanding, Mohave County will be responsible for maintaining the park and its improvements. The County will implement a maintenance reporting system to track, monitor, and address needs, and will train staff and establish procedures for ongoing preventative maintenance.

Wheel Fun will support these efforts through regular communication, coordination, and on-site presence via volunteers and local partners to identify issues early.

By combining County-led maintenance with community engagement and clear accountability, the Project will remain safe, accessible, and well-maintained over time.

Max 15 Points (Limit 1000 Characters)

Explain how this project will improve access at this and existing facilities?

How will you continue to engage the community in order to address any concerns in regards to safety and access?

The Project will establish the first Mohave County park north of the Grand Canyon, significantly improving access to recreation in a region where options are limited. It creates a safe, purpose-built space for youth and families who currently lack nearby facilities.

By introducing a bike skills park, the Project expands the range of recreational opportunities available, making outdoor activity more accessible and inclusive for beginners and experienced riders alike.

It also complements existing informal trails and open spaces by providing structured, skill-building features that encourage safe use and progression. This reduces pressure on undeveloped areas while increasing overall participation.

Through partnerships with schools and community organizations, the park will serve as a hub for programming, connecting residents to both this new facility and other recreation opportunities across the region.

Max 15 Points (Limit 1000 Characters)

Please detail how you will balance development of new and existing recreation opportunities, while at the same time conserving natural resources.

Wheel Fun balances recreation development with conservation by creating purpose-built facilities that concentrate use and protect surrounding natural areas.

The bike skills park provides structured, progressive features within a defined footprint, reducing unmanaged trail creation and limiting impact on sensitive land by directing activity to a controlled space.

We coordinate with Mohave County and local partners to ensure site design and construction align with land use plans and environmental considerations.

The park complements existing recreation by offering a safe entry point for new users, reducing pressure on informal areas.

Programming promotes safety, responsible use, and stewardship, helping users protect the environment while enjoying it.

By concentrating activity and reinforcing stewardship, the Project expands access while conserving natural resources.

Max 15 Points (Limit 1000 Characters)

LWCF Compliance

Yes

Are all LWCF funded projects free of any major issues?

Max 3 Points

Grant Management History

Please describe experience administering past grant awarded projects including the Land and Water Conservation Fund.

Wheel Fun Treasurer, Kevin Adams, has successfully closed 17 Arizona State Parks and Trails Recreational Trails Program and Heritage Fund grants through his affiliation with Wheel Fun, Verde Valley Cyclists Coalition, Verde Valley Trail Fund and the Sedona Red Rock Trail Fund.

(Limit 1000 Characters)

Have you attended a workshop in the past year?	Yes Max 2 points
Please enter the date of workshop attendance	12/01/2025
Have matching funds been secured for this project?	Yes Max 4 Points
Please provide documentation of secured match.	Letter of Commitment.pdf
Is your project identified in any planning documents?	Yes Max 4 Points
Please attach and highlight project within an attached plan.	Land Planning Document.pdf

***CULTURAL CLEARANCE REVIEW FORM**

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

*Projects must be shovel ready.*If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land

Owner/Manager(s)

United Effort Plan Trust

Project Location, including Township, Range and Section.

Please include GPS Coordinates

Township 41, Range 6 Section 5

36.9864973944396, -112.96495040985263

**Total project area in acres (or 10.94 Acres
total miles if trail)**

Project Description and Impacts:

**Please provide a description of
any surface and/or subsurface
impacts that are expected
during project implementation.**

Project implementation will involve both surface and limited subsurface impacts typical of bike skills park construction. Surface impacts include vegetation clearing, minor grading, soil shaping, and compaction required to build sustainable trails, features, and riding zones. Subsurface impacts are expected to be minimal and limited to shallow excavation for grading adjustments, signage installation, and potential utility routing associated with accessible pathway development. All work will follow best practices to minimize disturbance and will proceed only after required cultural and environmental clearances are completed.

**Discuss both direct and indirect
impact areas, such as staging
areas and access routes that
will be used as part of the
project**

Direct impacts will occur within the 10.94-acre project site where trails, riding features, and grading work will be constructed. These include vegetation disturbance, soil shaping, and limited excavation for signage and accessible path development. Indirect impact areas include temporary staging zones for equipment and materials, as well as existing access routes used by contractors and survey teams. Staging areas will be placed on previously disturbed or low-impact surfaces to minimize resource disturbance. All direct and indirect impacts will comply with environmental and cultural clearance requirements, and disturbed areas will be stabilized upon project completion.

Ground Surface Information

**Describe the condition of the
current ground surface within
the entire project boundary area
(for example, is the ground in a
natural undisturbed condition,
or has it been bladed, paved,
graded, etc.)**

The project area consists primarily of natural, previously undeveloped ground surface typical of high-desert terrain. Vegetation is sparse and includes grasses, shrubs, and small trees. Portions of the parcel show signs of past disturbance such as informal foot paths, motorized vehicle access, light surface erosion, and limited clearing, but no formal grading, paving,

or blading has occurred. Overall, the site remains largely in a natural, unmodified condition suitable for low-impact trail and skills-area development following required environmental and cultural reviews.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist? Yes

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area? Yes

Are there National Register listed or eligible sites in the Project Area? No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area? No

Is your project area within or adjacent to a historic district? No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination) Combination (Hand tools and mechanized)

If using equipment you may use this space to provide short description

The project will use a combination of equipment types. Foot traffic and hand tools will be used for detailed trail shaping, finish work, and feature refinement. Mechanized equipment-such as mini-excavators, skid steers, and compactors-will be used for initial grading, soil movement, and construction of larger trail features. All equipment use will follow sustainable trail-building best practices and will be limited to designated work zones to minimize disturbance.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s) [Colorado City Bike Skills Park Archaeological Survey Report March 9 2026.pdf](#)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

ADDITIONAL DOCUMENTS

Upload additional surveys and any other documents related to cultural resources here

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1 [*Parcel Map 1.pdf*](#)

Map Upload 2 [*State Map 1.pdf*](#)

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos [*Parcel Photos.pdf*](#)

*** NEPA**

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area? No

Does the project involve any permanent easement or acquisition of right-of-way? No

Does the project involve construction in, across or adjacent to a body of water? No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

We will need a grading permit issued by the City of Colorado City. That will be accomplished after CDBG funding letter issue and groundbreaking expected by December 31, 2026.

Please attach

[Arizona Game and Fish Environmental Review Tool](#)

report [project_report_short_creek_valley_bike_ski_94018_96935.pdf](#)

Please attach Official Species List obtained through US Fish and Wildlife Service IPaC Tool. [Species List_ Arizona Ecological Services Field Office 10.pdf](#)

*LAND MANAGER APPROVALS

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

No

Please attach letter from Land Managing agency showing the land managing agency is aware, and supportive of the proposal.

[RECREATIONAL AND PUBLIC PURPOSES GROUND LEASE - Fully Executed.pdf](#)

* RESOLUTION

RESOLUTION

Is your organization a federal, state, or tribal agency?

No

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor Name) _____ HELD ON (Date) _____

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

- 1. Approves the filing of an application for motorized or non-motorized assistance, and**
- 2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and**
- 3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and**
- 4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and**
- 5. If applicable, certifies that Project Sponsor has matching funds**
- 6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.**

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No. 001-2026

Project Sponsor Name *Wheel Fun*

***Project Sponsor's Governing
Body (if different from Sponsor
Name)***

Project Title **Short Creek Valley Bike Skills Park**

Signed by **Martin Glinsky**

Date **01/21/2026**

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

If you have a Completed or Draft Resolution, please upload it here [Certified Resolution 01-2026 Good Through 9-30-2027.pdf](#)

Risk Assessment

General

Is the organization new to managing state and/or federal funds? **No**

Is this program new for the agency? **No**

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program? **No**

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)? **Yes**

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds? **Yes**

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements? **Yes**

Legal

Has the organization ever been suspended or debarred? **No**

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov [**EntityInformation_20251209-081147.pdf**](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing? **No**

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

No

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations? **No**

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors? **No**

Additional Information

Wheel Fun's Treasurer provides fiscal oversight and ensures compliance with nonprofit financial standards. Day-to-day bookkeeping and financial reporting are conducted by the Treasurer using QuickBooks Online and reviewed quarterly by an external accounting firm. All major financial decisions require board approved budget authority and are authorized by the Executive Director or Treasurer as required after the annual budget is approved by the board. The Executive Director and board President have real-time read only visibility in Wheel Fun's bank account and records.

Wheel Fun has applied for a Federal Grant administered by the Department of Justice that is outside the scope of this grant application. If awarded this Federal grant, Wheel Fun will engage an experienced external accounting firm to manage bookkeeping and financial reporting in full accordance with Federal requirements.

In November 2024, Wheel Fun's board approved Wheel Fun's Financial Management Practices which lay out a full internal-control framework from budgeting through closeout: an annual bottom-up/top-down budget process led by the Treasurer; quarterly forecasting; centralized banking with credit card controls and documented approvals. Anticipating federal awards, the Practices fully align with 2 CFR 200, covering end-to-end federal grant controls backed by ongoing training and annual reviews.

Wheel Fun also has a Whistleblower Protection and Conflict of Interests policies compliant with Federal requirements.

Determination of Risk

Total Score **0**

Overall Risk

* CERTIFICATION

Certification

Completed by	Kevin Adams	Treasurer
	Name	Title

Date	04/01/2026
------	------------

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here	KPA
--	-----

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here	KPA
---	-----

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here	KPA
---	-----

Identify source of working capital and, if applicable, matching funds

Wheel Fun's working capital is generated through three primary revenue streams: (1) annual business sponsorships, (2) individual donations-including substantial support through Arizona's Qualified Charitable Organization (QCO) tax credit-and (3) private, corporate, and foundation grants. FUN's Board approved a \$1.1M operating budget for 2026 on 12/17/25. Over the first 11 months of 2025, FUN maintained an average monthly working capital balance of \$225,729 which is sufficient for this grant.

**I acknowledge and understand KPA
that our agency is required to
provide proof of liability
insurance. Initial here**

**Please upload either proof of
insurance OR if insurance has
not been purchased yet, please
upload a quote showing
appropriate levels of insurance .**

Insurance requirements can be found in Part III, Section M of Attachment B

Liability Workmans Compensation Insurance.pdf

**I acknowledge that my agency KPA
leadership is aware of and
supportive of this grant
application process. Initial here**

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

**I acknowledge awareness of KPA
and the responsibility to comply
with the Americans with
Disabilities Act requirements**

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

***If you do not have an objection, Kpa
initial here***

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
Colorado City Mayor Letter of Support	Colorado City Mayor Letter of Support.pdf	pdf	107 KB	04/01/2026 03:02 PM
Cottonwood Elementary School Principal Letter of Support.	Bike Letter - Cottonwood Elementary Principal.pdf	pdf	293 KB	04/01/2026 03:03 PM
Local Champion Letter of Support	Bike Park - Leter of Support Excel.pdf	pdf	152 KB	04/01/2026 03:03 PM
Mohave County Board of Supervisors Chair Letter of Support.	Wheel Fun Letter of Support Lingenfelter.pdf	pdf	157 KB	04/01/2026 03:05 PM
Short Creek Condors Head Coach Letter of Support	Bike Letter - Blackmore.pdf	pdf	129 KB	04/01/2026 03:04 PM

2502 - Ahakhav Tribal Preserve Recreational Playground Replacement

Application Details

Funding Opportunity	1565-HERITAGE FUND - Local, Regional and State Park (LRSP) - FY26
Funding Opportunity Due Date	Apr 30, 2026 11:59 PM
Program Area	Heritage Fund
Status	Submitted
Stage	Final Application
Initial Submit Date	Apr 29, 2026 8:45 AM
Initially Submitted By	Mimi Hernandez
Last Submit Date	
Last Submitted By	

Contact Information

Primary Contact Information

Active User	Yes
Type	External User
Name	Salutation Mimi Middle Name Hernandez First Name Last Name
Title	Grant Writer
Email	mimi.hernandez@crit-nsn.gov
Address	26600 Mohave Road

	Parker Arizona 85344
	City State/Province Postal Code/Zip
Phone	928-669-1315 Ext. Phone ###-###-####
Fax	###-###-####

Organization Information

Status	Approved
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Name Colorado River Indian Tribes

Organization Type Tribal Government

Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.

VENDOR NUMBER Colorado River Indian Tribes
<https://app.az.gov> or Help Desk @602-542-7600

Remit Address is the address where Parks would send the payment to your agency.

The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

ADDRESS CODE 26600 Mohave Road, Parker, AZ 85344
REMITTANCE ADDRESS

SAM UEI #

SAM Validation

SAM Expiration Date

SAM Exclusion Flag

SAM Last Updated

Organization Website

Address 26600 Mohave Road

Parker Arizona
City State/Province
County 85344-
Postal Code/Zip

Phone 928-669-1315 Ext.
###-###-####

Fax ###-###-####

E-mail Address mimi.hernandez@crit-nsn.gov

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff? Yes

AGENCY/ORGANIZATION ADDRESS 26600 Mohave Road, Parker, AZ 85344
Street

City Parker 85344
City Zip

Is your organization designated as a Non-Profit? No

PROJECT COORDINATOR Amelia Flores Chairwoman

Name Title

E-MAIL amelia.flores@crit-nsn.gov

PHONE 928-669-1280

SECONDARY PROJECT COORDINATOR Marisol Chavira Project Administrator

Name Title

E-MAIL marisol.chavira@crit-nsn.gov

PHONE 928-669-2664

PROJECT INFORMATION

Provide nearest town/city to project location Town of Parker

CONGRESSIONAL DISTRICT 009

[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT

AZ LEGISLATIVE DISTRICT 30

[Legislative Districts](#)

If project crosses over more than 1 legislative district enter additional district here.

ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE

COUNTY La Paz County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

Project Scope & Nature: Implement a Playground Replacement. This project involves the total removal of the existing playground, which was installed in 2001 and is currently condemned, to be replaced by a modern, climate-resilient, and safe recreational facility within the 5.97-acre Preserve Park area.

Statement of Need: This is a critical public safety and civil rights initiative. Extreme heat—often exceeding 110°F—has degraded the 25-year-old materials to the point of structural failure. The Indian Health Service has deemed the area hazardous and unsuitable for use, and local Head Start programs have banned children from the site. This project will restore inclusivity for children with mobility challenges and provide essential UV protection for families.

Funding Use: The requested \$100,000 will be used to procure professional-grade playground equipment, add wood chip surfacing, and heavy-duty shade structures. Funding also supports site capacity through the addition of 10 new benches, modernized waste receptacles, pergolas and other equipment needs.

Location: The project is situated within the 1,000-acre 'Ahakhav Tribal Preserve on the lower Colorado River, south of Parker, AZ. This "shared commons" serves 9,485 reservation residents and the broader population of 16,557 residents in La Paz County.

Implementation: CRIT Tribal staff will perform site clearance and equipment removal, followed by installation of the new play system. Long-term sustainability is ensured by Preserve staff.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail? No

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Playground	1.00	Other	\$74,906.00	\$74,906.00	\$0.00	\$74,906.00	October 1, 2026	December 31, 2028
Benches	10.00	Each	\$1,100.00	\$11,000.00	\$0.00	\$11,000.00	October 1, 2026	December 31, 2028
Trash Cans	6.00	Each	\$600.00	\$3,600.00	\$0.00	\$3,600.00	October 1, 2026	December 31, 2028
Playground Shading	1.00	Other	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	October 1, 2026	December 31, 2028
Playground/safety flooring	1.00	Other	\$2,494.00	\$2,494.00	\$0.00	\$2,494.00	October 1, 2026	December 31, 2028
Paddle Boats	3.00	Each	\$1,000.00	\$3,000.00	\$0.00	\$3,000.00	October 1, 2026	December 31, 2028
				\$100,000.00	\$0.00	\$100,000.00		

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-Kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #4 Land Acquisition

Parcel No.	Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Totals

Total Grant Request	\$100,000.00
Total Match/In-kind	\$0.00
Total Cost	\$100,000.00
Total Match Percentage	0.00%

Budget Notes

Budget Notes

The primary objective of this project is to replace aging playground structures-some over 20 years old-with a modern, safe, and inclusive recreational space. By utilizing a self-performance model for labor, the project maximizes the impact of every dollar, ensuring that the majority of the funding is directed toward high-quality, durable equipment.

Estimates for the equipment were acquired through online research and industrial equipment suppliers. This request represents the minimum funding necessary to replace the current playground; if necessary, the Tribes will prioritize the core playground equipment to ensure the facility can be reopened to the community and visitors as soon as possible.

Labor and Cost-Efficiency

The removal of the existing non-compliant equipment and the installation of the new playground system will be handled internally by Preserve staff. This approach is a strategic cost-saving measure. The Preserve ensures that the installation is overseen by personnel with a vested interest in the long-term maintenance and safety of the site.

Enhancing the Multi-Generational Experience

While the playground core serves children and toddlers, the peripheral items are essential for creating a space that welcomes the entire community:

Inclusive Comfort: The addition of 10 commercial-grade benches and a dedicated shading structure creates a "rest and supervision" zone. This allows elders and caregivers to comfortably engage with the space for extended

periods, fostering intergenerational interaction.

Expanded Recreation: To ensure the Preserve remains a draw for all ages, the budget includes three paddle boats. This broadens the project's scope to include water-based recreation, offering a low-impact physical activity suitable for adults and youth alike.

Sustainability and Maintenance: Integrating six high-capacity trash cans throughout the site supports the Preserve's commitment to environmental stewardship and maintenance by ensuring a clean, pest-free environment near the community garden and recreation areas.

Max 3000 Characters (Not required)

*LWCF/LRSP SCORING CRITERIA

Please select one of the following that best describes your project

Renovation of an Existing Facility

Max 3 Points

What impact will the project have on existing outdoor recreation opportunities?

Improves Existing Opportunity by Increasing Accessibility

Max 3 Points

Once awarded, how quickly can implementation of the project begin?

Within Three Months of Signed Agreement

Max 3 Points

Please provide justification for your response above

Being that the play area was deemed unsafe preserve staff are ready to clear the site and removing the condemned 2001 structure. With the area prepped and quotes finalized, the tribe can move immediately to procurement and the installation of the equipment upon award.

(Limit 1000 Characters)

Will you be partnering with any other organization in order to complete the project?

Yes

Max 3 Points

If partnering with other agencies, what steps will be taken to build new and strengthen existing partnerships to provide a network that addresses community connections and recreation opportunities?

CRIT is implementing a multi-tiered partnership strategy focused on safety, education, and economic integration:

Restoring Educational Access: CRIT Head Start will reintegrate the park into their curriculum, providing a vital outdoor classroom for early development. The University of Arizona also collaborates on projects that bring families to the Preserve.

Expanding Regional Reach: Through the Parker Chamber of Commerce, the Preserve is promoted as a regional hub for ecotourism. Serving over 16,000 residents of La Paz County, it acts as a "shared commons" that boosts local economic vitality through community events.

Safety & Longevity: Ongoing Indian Health Services inspections ensure the playground remains a high-standard

venue for cultural events like the annual Mega Throw, Earth Day, and community gatherings. This approach blends ancestral stewardship with modern recreational needs to ensure the Preserve remains a safe, vibrant space for generations to come.

(Limit 1000 Characters)

**Please attach letter of support
from partner organizations**

[Partners Letters of Support.pdf](#)

*If working with more than one partner, please combine into one document before attaching. Sponsor will not be awarded points without providing letters of support.

**Has the public been involved in
the project development process?** Yes

**Please describe public outreach
efforts. This can include minutes
from public meetings, outreach
flyers, newspaper articles, or any
innovative outreach methods.**

Due to the expedited timeline, outreach focused on stakeholder dialogue and the Tribal Council process. The project was presented during a Tribal Council meeting with a publicly posted agenda, providing Tribal members and Reservation the opportunity to attend and/or offer comments.

Beyond the Council, the Tribes engaged in direct dialogue with key regional partners to ensure the project meets broad community needs. This includes:

Consultations with the local University of Arizona Extension to align the Preserve's restoration with environmental resilience and family-focused programming.

Coordination with Town of Parker Youth -PAACE and CRIT Head Start to ensure the new facilities support youth safety and drug-free recreational alternatives.

Discussions with the local Parker Chamber of Commerce to integrate the Preserve into regional tourism and commerce initiatives.

While formal Council minutes are pending for next month, these multi-agency discussions confirm strong community support.

Max 3 Points (Limit 1000 Characters)

**Please attach examples and proof
of public outreach efforts.**

[Tribal Council Agenda 4-27-2026.pdf](#)

*Sponsor will not be awarded points without providing examples of public outreach efforts. Please combine multiple documents into one.

**Please describe any innovative
solutions or best practices that
were utilized during project
development.**

Project development utilized several practices tailored to our unique desert environment and community needs. We are prioritizing climate-resilient design, selecting high-UV-rated materials and integrated shade structures specifically engineered to withstand the extreme thermal conditions of the Colorado River Valley. This ensures the equipment remains safe and durable, avoiding the rapid degradation seen in standard materials.

Furthermore, we are employing Universal Design principles. We consult with people that have experience in playground infrastructure ensuring a collaborative model. By integrating safety data from the Indian Health Service,

PAACE and educational requirements from CRIT Head Start, we have transformed a simple replacement into a strategic health and wellness intervention that supports childhood development and regional eco-tourism goals.

Max 3 Points (Limit 1000 Characters)

Will the project directly connect to another trail or recreation facility? No

Max 3 points

Please explain how the site will be maintained once project is complete.

Moving forward, we will implement the following:

Preventative Maintenance: Staff will perform weekly inspections of all hardware, coatings, and surfacing to address minor wear before it escalates.

Safety Compliance: We will continue our partnership with the Indian Health Service (IHS) for annual formal audits to ensure all equipment remains ADA-compliant and safety-certified. The 'Ahakhav Preserve staff successfully maintained the previous playground for 20 plus years exceeding the industry-standard lifecycle for outdoor equipment in extreme desert climates. This was achieved through rigorous daily safety sweeps, maintenance, and diligent care in the face of 110°F+ temperatures.

Fiscal Commitment: CRIT allocates annual General Fund resources specifically for park upkeep. By combining our staff's demonstrated expertise in extending equipment life with a dedicated maintenance budget, we ensure this investment remains a safe, vibrant regional asset for another quarter-century.

Max 3 Points (Limit 1000 Characters)

Please document what steps will be taken to ensure this and other public outdoor recreation facilities will be maintained.

The Preserve staff successfully maintained the previous playground for 25 years-significantly exceeding the standard equipment lifecycle in an extreme desert climate through proactive daily care. This proven track record demonstrates our long-term commitment to the stewardship of the Preserve.

Future Maintenance Protocols:

Staff will perform daily or weekly inspections supported by digital photographs to track equipment wear. Reporting will be integrated into monthly Tribal Council reports and maintained for grant compliance to ensure transparency and accountability.

We will continue our partnership with the Indian Health Service for annual formal audits. These inspections will utilize photo logs to document all repairs and ensure continued adherence to national safety standards.

CRIT utilizes General Fund allocations and resources for park upkeep, ensuring this investment remains safe for decades to come.

Max 15 Points (Limit 1000 Characters)

Explain how this project will improve access at this and existing facilities?

How will you continue to engage the community in order to address any concerns in regards to safety and access?

Replacing the playground it self will allow access to new and safe playground, by transitioning from a non-compliant, degraded site to an inclusive play area. A new integrated shade structures and heat-dissipating materials will extend the usable hours of the park during extreme summer months, ensuring year-round access for the community.

Ongoing Engagement: To address future safety and access concerns, CRIT will maintain a permanent feedback loop through:

Public Tribal Council Sessions: Regular agenda items will allow for public testimony and the submission of comments regarding facility status. Stakeholder Meetings, with partners like PAACE, IHS, and the Town of Parker to evaluate the park's impact on youth wellness and regional tourism.

Direct Feedback Channels: We will utilize the Tribes' social media and community newsletters to provide real-time updates and digital surveys, ensuring residents/visitors have a voice in the Preserve's continued stewardship.

Max 15 Points (Limit 1000 Characters)

Please detail how you will balance development of new and existing recreation opportunities, while at the same time conserving natural resources.

To balance development with conservation, CRIT will use a low-Impact, High-Value model:

Sustainable Infrastructure: Prioritize climate-resilient, heat-dissipating materials that extend equipment life and reduce waste while protecting the surrounding soil and native plants.

Land Stewardship: All recreational equipment and amenities are placed in mind with native landscaping.

Contained Development: Concentrate high-traffic activity within the 5.97 -acre park footprint. This prevents "recreational sprawl," leaving the surrounding ancestral lands undisturbed for wildlife.

Educational Stewardship: Projects are designed to foster environmental awareness, teaching visitors the importance of the ecosystem they actively enjoy.

This approach ensures vibrant recreation while maintaining our commitment to the land's ecological integrity.

Max 15 Points (Limit 1000 Characters)

LWCF Compliance

Yes

Are all LWCF funded projects free of any major issues?

Max 3 Points

Grant Management History

Please describe experience administering past grant awarded projects including the Land and Water Conservation Fund.

The Colorado River Indian Tribes possess extensive experience in federal and state grant administration. The Tribes have a long-standing history of successfully executing complex projects. This high-capacity oversight is led by the Tribal Controller and a dedicated accounting staff of five grants and contracts specialists who ensure strict compliance with all grant and contract requirements.

CRIT maintains a reliable, centralized accounting system and adheres to the Single Audit Act, filing comprehensive reports annually to verify fiscal transparency. Our established administrative infrastructure ensures that all funding-including the Land and Water Conservation Fund (LWCF)-is managed with the highest level of accountability, technical precision, and technical oversight, ensuring project milestones are met and funds are utilized effectively for the benefit of the community.

(Limit 1000 Characters)

Have you attended a workshop in the past year? No
Max 2 points

Have matching funds been secured for this project? No
Max 4 Points

Is your project identified in any planning documents? No
Max 4 Points

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

*Projects must be shovel ready.*If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land Owner/Manager(s)

The proposed project site is located on land within the external boundaries of the Colorado River Indian Reservation, held in trust by the United States for the Colorado River Indian Tribes (CRIT). CRIT is a federally recognized sovereign government

Project Location, including Township, Range and Section.

Please include GPS Coordinates

The proposed project is located within the 'Ahakhav Tribal Preserve on the Colorado River Indian Reservation in Parker, Arizona. The site for the playground site is positioned between Rodeo Drive and the Colorado River.

Legal Description:

Township: T9N

Range: R20W

Sections: A portion of lands within Sections 9, 10, 16, 17, 19, and 20

Meridian: Gila and Salt River Baseline and Meridian (G&SRB&M)

GPS Coordinates:

34°07'52.4"N 114°20'01.5"W

Total project area in acres (or total miles if trail) 5.97 Acres

Project Description and Impacts:

Please provide a description of any surface and/or subsurface impacts that are expected during project implementation.

Project Impact: Playground Replacement

The replacement of the playground equipment will involve temporary changes to both the visible ground (surface) and the area underneath (subsurface).

Surface Impacts (Above Ground)

Equipment Removal: We will remove the old structures and the current ground cover (like old wood chips and rubber outing).

Site Preparation: The ground will be leveled and smoothed. This may create a small amount of dust and noise, but it is necessary to make sure the new playground is flat and safe.

Environmental Protection: Work will stay within the designated area to avoid harming the surrounding trees, grass, and plants of the Preserve.

Subsurface Impacts (Below Ground)

Post Anchoring: We will use an auger (a large power drill) to create deep holes for the new equipment. These holes will be filled with concrete to "anchor" the playground so it stays sturdy and safe for years.

Drainage Systems: To prevent mud and puddles, we will install layers of wood chips or rubber tire chipping. This helps rainwater soak away quickly and keeps the play area dry.

Utility Safety: Before digging, we will locate any buried water or power lines to ensure they are not disturbed.

Soil Health: Once the heavy machinery is finished, we will loosen any "packed down" dirt to make sure the soil remains healthy and can absorb water naturally.

This approach ensures the new playground is safer, more accessible for all while keeping the Preserve's environment protected.

Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project

The replacement of the playground at the preserve will involve direct surface and subsurface activity within the playground itself and the staging area located in the front parking lot. To ensure safety, these two specific zones will be closed to the public, while the remainder of the park—including all entrances and exits—will remain fully open. Construction traffic will access the site via Mohave Road to Rodeo Road and onto Levee Road, though this will not disrupt public travel. On-site work will include using an Bobcat Trailer and an auger to drill deep footings for equipment stability. All work will be conducted during standard daytime hours to minimize community impact, while protecting the preserve's natural environment.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

The current ground surface within the project area is in a previously disturbed and developed condition, rather than a natural or untouched state. Over years of use as a public park, the area has been cleared, leveled, and graded to accommodate the existing play

structures. The soil is heavily compacted from foot traffic, and the surface is currently covered with a mix of aged wood chips and dirt that was placed there specifically for the old equipment. Because the ground has already been dug up in the past to install the current anchors and posts, the new project will be working on a site that is already prepared for construction and simply requires a fresh update to meet modern safety and accessibility standards.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist? Yes

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area? No

Are there National Register listed or eligible sites in the Project Area? No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area? No

Is your project area within or adjacent to a historic district? No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination) Combination (Hand tools and mechanized)

If using equipment you may use this space to provide short description

To replace the playground, the following equipment will be used during work hours within the secured zone:

Hand Drills: Used to remove and install the nuts and bolts that secure the structures.

Reciprocating Saws: Used to cut slides and bridges into smaller sections for easier removal and transport.

Backhoe: The bucket will load old equipment onto trailers for disposal and will be used to level the ground for the new installation.

Bobcat: This compact loader may be used to move surfacing materials and assist with grading in tight spaces.

Auger: This motorized drill will create deep, precise holes for the new support posts, ensuring the equipment is safely anchored and sturdy.

All machinery will stay within the designated staging and work areas. This combination of tools ensures the old site is cleared efficiently and the new ground is perfectly prepared.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s) [THPO Walkover - Playground.pdf](#)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

ADDITIONAL DOCUMENTS

Upload additional surveys and any other documents related to cultural resources here

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1 [*Map - 1.pdf*](#)

Map Upload 2 [*Map - 2.pdf*](#)

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos [*Four Pictures.pdf*](#)

*** NEPA**

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area? No

Does the project involve any permanent easement or acquisition of right-of-way? No

Does the project involve construction in, across or adjacent to a body of water? No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

None or unknown

Please attach

[*Arizona Game and Fish Environmental Review Tool*](#)

report [*CRIT- Preserve project_report_crit_parks_improvement_proj_98537_101636.pdf*](#)

Please attach Official Species List obtained through US Fish and Wildlife Service IPaC Tool. [*CRIT Preserve_Offical Species List_ Arizona Ecological Services Field Office.pdf*](#)

***LAND MANAGER APPROVALS**

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

Yes

Please attach documentation showing proof of ownership below.

[CRIT Preserve Landowner Letter.docx](#)

* RESOLUTION

RESOLUTION

Is your organization a federal,
state, or tribal agency?

Yes

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Risk Assessment

General

Is the organization new to
managing state and/or federal
funds? No

Is this program new for the
agency? No

Has there been high staff turnover
or agency reorganization in the
last 6 months that impacts this
program? No

Internal Controls

Does your organization currently
have written policies and
procedures to ensure the proper
documentation of personnel costs
(Time and Effort reporting)? Yes

Does your organization have
written procurement procedures
that ensure purchases are made
on a competitive basis and are
compliant with Federal
thresholds? Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?

Yes

Legal

Has the organization ever been suspended or debarred?

No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

[CRIT SAMs EntityInformation.pdf](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

Yes

If yes, please upload a copy of your most recent Single Audit report

[2024 CRIT SAR.pdf](#)

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

Yes

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement? **Yes**

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations? **No**

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors? **No**

Additional Information

The Colorado River Indian Tribes (CRIT) maintains a distinguished record of fiscal accountability, environmental conservation, and cultural preservation, effectively mitigating organizational risk for the 'Ahakhav Tribal Preserve project. CRIT's standing is defined by the following:

Proven Grant Management and Fiscal Responsibility

CRIT possesses a robust administrative infrastructure designed to handle complex federal and state funding. Having successfully managed multiple projects and significant awards from the Bureau of Indian Affairs and the Bureau of Reclamation, the Tribes consistently adhere to high compliance and reporting standards. This history of managing large-scale infrastructure and restoration grants ensures that funds are utilized with transparency and technical precision.

Long-Term Land Stewardship

Since 1995, CRIT has managed the 'Ahakhav Preserve, transforming over 1,200 acres into a thriving model for riparian restoration. This commitment demonstrates the Tribes' ability to sustain long-term ecological projects while balancing community recreation with habitat protection for native species.

Preservation of the Four Tribes' Culture

Stewardship is central to the identity of the Mohave, Chemehuevi, Hopi, and Navajo peoples. CRIT ensures all projects remain culturally sensitive, viewing environmental health as a prerequisite for cultural survival. This "Determination for Stewardship" ensures the land is protected as a living resource for future generations.

Technical Expertise and Risk Mitigation

CRIT is dedicated to meeting rigorous safety and accessibility standards. With internal expertise in environmental protection and tribal oversight, the Tribes provide a stable framework for mitigating environmental and operational risks, ensuring all projects align with modern best practices.

Determination of Risk

Total Score 4

Overall Risk

* CERTIFICATION

Certification

Completed by Mimi Hernandez Grant Writer
Name Title

Date 04/28/2026

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here MH

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here MH

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here MH

Identify source of working capital and, if applicable, matching funds Tribes will use general funds.

I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here MH

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B
CRIT Certificate of Liability Insurance - 07012025-07012026.pdf

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here **MH**

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements **MH**

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here **MH**

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
Letter of support from CRIT environmental Office	CRIT EPO - RE Letter of Support Signed 4.28.26.pdf	pdf	62 KB	04/28/2026 05:38 PM
The CRIT Museum is committed to protecting and safeguarding tribal antique collections either stored or displayed and educating tribal members, the community and tourists about the Colorado River Indian tribal history and as a resource for Tribal departments.	CRIT Museum Ahakhav Preserve Letter of Support.pdf	pdf	156 KB	04/28/2026 05:52 PM
The CRIT SDP-Rec Program strives to prevent and reduce diabetes among CRIT Tribal Members by increasing physical activity and health education.	Stacy Amador Letter of Support.pdf	pdf	29 KB	04/28/2026 05:54 PM

Description	File Name	Type	Size	Upload Date
The Parker Area Alliance for Community Empowerment (PAACE) Coalition was established in February of 1995 to address emerging issues of the area and unify the community on preventing substance abuse and gang activity, underage/binge drinking and medication abuse prevention. PAACE members includes Law enforcement, Healthcare, Education, Government officials, Tribal Council and others.	PAACE -Ahakhav Preserve Letter of Support.pdf	pdf	810 KB	04/28/2026 05:49 PM
This is a letter from a Fourth Grade Teacher.	Letter of Support Wallace Elementary.pdf	pdf	65 KB	04/29/2026 08:42 AM

2501 - Hunt Park basketball and pickleball court development

Application Details

Funding Opportunity		Initial Submit Date	Apr 30, 2026 1:00 PM
1565-HERITAGE FUND - Local, Regional and State Park (LRSP) - FY26		Initially Submitted By	Katharine Batten
Funding Opportunity Due Date	Apr 30, 2026 11:59 PM	Last Submit Date	
Program Area	Heritage Fund	Last Submitted By	
Status	Submitted	Contact Information	
Stage	Final Application		

Primary Contact Information

Active User	Yes
Type	External User
Name	Dr. Katharine Middle Name Salutation First Name
Batten	
Last Name	
Title	
Email	kit@kmbatten.com
Address	6025 Ne 28th Ave

Organization Information

Status	Approved
Name	Holbrook, City of
Organization Type	Municipal Government
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	

VENDOR NUMBER

<https://app.az.gov> or Help Desk @602-542-7600
Remit Address is the address where Parks would send the payment to your agency.

The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

SAM UEI #

SAM Validation

**SAM Expiration
Date**

**SAM Exclusion
Flag**

SAM Last Updated

Organization <http://www.ci.holbrook.az.us>
Website

Address P.O. Box 970

Holbrook State/Province
City

County 86025

Postal Code/Zip

Phone (928) 524-6225 Ext.
 ###-###-####

Fax ###-###-####

E-mail Address cher@ci.holbrook.az.us

97211-6025

Postal Code/Zip

Phone 628-224-3414 Ext.
Phone
###-###-####

Fax ###-###-####

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?

Yes

AGENCY/ORGANIZATION ADDRESS

City of Holbrook

Street

City

Holbrook 86025

City

Zip

Is your organization designated as a Non-Profit?

No

PROJECT COORDINATOR

Randy Sullivan City Manager

Name

Title

E-MAIL

rsullivan@holbrookaz.gov

PHONE

928-241-0346

SECONDARY PROJECT COORDINATOR

Katharine Batten Consultant/Grant Writer

Name

Title

E-MAIL

kit@kmbatten.com

PHONE

628-224-3214

PROJECT INFORMATION

Provide nearest town/city to project location

Holbrook

CONGRESSIONAL DISTRICT

2

[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT

AZ LEGISLATIVE DISTRICT

7

[Legislative Districts](#)

If project crosses over more than 1 legislative district enter additional district here.

**ADDITIONAL LEGISLATIVE
DISTRICTS ENTER HERE**

N/A

COUNTY

Navajo County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

Hunt Park is the primary park for the citizens of Holbrook, AZ. Currently, the park does not contain any fitness or sports facilities and is a meeting space for our youth and adults in the community. This grant proposal will be to cover the costs of installing basketball and pickleball courts in Hunt Park. The City plans to match the grant proposal resources with approximately a 10% match of funds.

Holbrook will benefit from basketball and pickleball courts because they create accessible, low-cost spaces for recreation, health, and social connection. These courts promote physical activity for all ages, helping address common rural health challenges like limited fitness facilities and higher rates of sedentary lifestyles. Basketball appeals to younger residents, while pickleball is especially popular among older adults. In smaller communities, shared spaces like courts become natural gathering points—encouraging friendships, mentorship, and informal events or local tournaments.

Courts can support youth engagement and development by giving kids and teens a safe, structured place to spend time, build skills, and stay active. This can reduce boredom and related negative behaviors while fostering teamwork and confidence.

Additionally, they offer economic and community value. Even modest recreational amenities can make a town more attractive to new residents and families, and small tournaments or events can bring in visitors.

Basketball and pickleball courts are relatively low-cost, low-maintenance investments compared to many other recreational facilities, making them practical and sustainable for rural communities with limited budgets.

**Will your project be using one of
the 6 state contracted trail
crews for construction, non-
routine maintenance, or reroute
of a trail?** No

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown					Match/In-kind	Total Grant Request	State Date	End Date
Staff	1.00	Staff Position	\$10,000.00	\$10,000.00	\$10,000.00	\$0.00	June 2026	January 2027
				\$10,000.00	\$10,000.00	\$0.00		

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown					Match/In-kind	Total Grant Request	State Date	End Date
Demo existing concrete	1.00	Other	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	June 2026	August 2026
				\$20,000.00	\$20,000.00	\$0.00		

Scope Item #3 Construction

Construction Costs Breakdown					Match/In-Kind	Total Grant Request	State Date	End Date
Construct new basketball courts	2.00	Other	\$30,000.00	\$60,000.00	\$0.00	\$60,000.00	August 2026	January 2027
Construct new pickleball courts	2.00	Other	\$20,000.00	\$40,000.00	\$0.00	\$40,000.00	August 2026	January 2027
				\$100,000.00	\$0.00	\$100,000.00		

Scope Item #4 Land Acquisition

Parcel No.	Estimated Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Totals

Total Grant Request	\$100,000.00
Total Match/In-kind	\$30,000.00
Total Cost	\$130,000.00
Total Match Percentage	23.08%

Budget Notes

Budget Notes

Max 3000 Characters (Not required)

*LWCF/LRSP SCORING CRITERIA

Please select one of the following that best describes your project

What impact will the project have on existing outdoor recreation opportunities?

- Renovation of an Existing Facility
Max 3 Points
- Project Provides Entirely New Outdoor Recreation Opportunity
Max 3 Points

Once awarded, how quickly can implementation of the project begin?

Within Three Months of Signed Agreement

Max 3 Points

Please provide justification for your response above

Hunt Park currently has one dilapidated basketball court and zero pickleball courts. The proposed project would demolish the existing basketball court and add 2 new basketball courts and 2 new pickleball courts. This provides a new recreation opportunity for pickleball players and more and improved recreation opportunities for basketball players. City staff have confirmed that demolition of the existing dilapidated basketball court can begin ASAP - as early as June 2026.

(Limit 1000 Characters)

Will you be partnering with any other organization in order to complete the project?

No

Max 3 Points

Has the public been involved in the project development process?

Yes

Please describe public outreach efforts. This can include minutes from public meetings, outreach flyers, newspaper articles, or any innovative outreach methods.

Public support for this project has been communicated directly to Members of the City Council and the Mayor.

Additionally, this park is highlighted in the City's 2026 General Plan (which had a citizen participation process mentioned on p. 4 of the General Plan), and supports the goal of "To provide safe, cost-effective recreational opportunities for Holbrook residents and visitors of all ages."

Additionally, this project helps meet the City's 2025-2026 Strategic Plan Priority 5: "improve and maintain existing parks and recreational facilities to provide safe, accessible, and inviting spaces for all community members."

Max 3 Points (Limit 1000 Characters)

Please attach examples and proof of public outreach efforts.

[2026 Holbrook General Plan.pdf](#)

**Sponsor will not be awarded points without providing examples of public outreach efforts. Please combine multiple documents into one.*

Please describe any innovative solutions or best practices that were utilized during project development.

The 2026 General Plan employed a citizen participation process (see p. 4) which included opportunities for citizens to provide input into recreational opportunities and facilities.

"This is a citizen-driven General Plan. Public involvement - via Arizona State University (ASU) Just Energy Transition (JET) Center-facilitated visioning sessions and the Revive Central Holbrook Area-Wide Planning Study - served as an essential component in determining the future directions Holbrook should take. Persons of all ages and interests participated in identifying the aspects of community that are most important to preserve, improve or establish.

Open house meetings were conducted at various stages of the process. Interested citizens contributed input through discussions, feedback questionnaires and hands-on mapping exercises. Four public meetings provided input, on March 6, March 28, April 8, and July 17, 2024."

Max 3 Points (Limit 1000 Characters)

Will the project directly connect to another trail or recreation facility?

No

Max 3 points

Please explain how the site will be maintained once project is complete.

Hunt Park is the central feature of the City of Holbrook's Parks and Recreation Program which is managed and maintained by the City. As such, it is a priority for maintenance for the City. Existing LED lighting and new concrete basket ball and pickle ball courts will be low-maintenance structures.

Max 3 Points (Limit 1000 Characters)

Please document what steps will be taken to ensure this and other public outdoor recreation facilities will be maintained.

The City is prioritizing its Parks and Recreation Program which will mean this and other public outdoor recreation facilities will be maintained. For context, the Parks and Recreation Program budget is a significant portion of the City's annual budget. At approximately 9% of the annual budget, it is the second largest line item in the budget behind the Police Department.

The Parks and Recreation Program budget will be \$672,000 in 2027, an increase in about \$70,000 from 2026.

Max 15 Points (Limit 1000 Characters)

Explain how this project will improve access at this and existing facilities?

How will you continue to engage the community in order to address any concerns in regards to safety and access?

Hunt Park is ADA compliant and access to and use of the new basketball and pickleball courts will also be ADA compliant. Hunt Park's hours start at first light (seasonally-dependent) until 10PM. These park hours are enforced by the local police department, if necessary. Cameras are also already installed to enhance safety in the park; existing cameras will cover the basketball and pickle ball courts. The City has the ability to expand cameras on the network on an as-needed basis.

Max 15 Points (Limit 1000 Characters)

Please detail how you will balance development of new and existing recreation opportunities, while at the same time conserving natural resources.

The City does not currently receive funding to support conserving natural resources. However, the City is looking for grant opportunities to conduct such work. If funding is secured, the City will work to balance developing recreation opportunities with conservation of natural resources.

Max 15 Points (Limit 1000 Characters)

***LWCF Compliance
Are all LWCF funded projects free of any major issues?***

Yes

Max 3 Points

Grant Management History

Please describe experience administering past grant awarded projects including the Land and Water Conservation Fund.

The City has not received any conservation (including LWCF) grants to date. We marked "yes" in the question above because the City is not experiencing any "major issues" due to LWCF compliance.

The City is compliant with all laws and regulations (including NEPA) for all federal grants received to date. This includes the City submitting materials for all required special audits.

(Limit 1000 Characters)

Have you attended a workshop in the past year? No
Max 2 points

Have matching funds been secured for this project? Yes
Max 4 Points

Please provide documentation of secured match. [Matching Funds Certification.pdf](#)

Is your project identified in any planning documents? Yes
Max 4 Points

Please attach and highlight project within an attached plan. [2026 Holbrook General Plan highlighted.pdf](#)

***CULTURAL CLEARANCE REVIEW FORM**

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

*Projects must be shovel ready.*If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land

Owner/Manager(s)

Navajo County owns Hunt Park, and the City of Holbrook has a long-term lease to manage the land.

**Project Location, including
Township, Range and Section.**

Please include GPS Coordinates

Site is parcel number 109-16-011A.

Assessor description: Section 6,T17N,R21E:Sw4 Nw4 Ne4; Se4 Nw4 Ne4; Sw4 Ne4; N2 Nw4 Se4 Less .5 Ac In Nw Cor Sold; Less .25 Ac To Knights Of Columbus; Less 6.09 Ac & 7.98 Ac & 7.96 Ac To Holbrook School District #3

GPS Coordinates: 34.9069 x -110.151

**Total project area in acres (or 1.00 Acres
total miles if trail)**

Project Description and Impacts:

**Please provide a description of
any surface and/or subsurface
impacts that are expected
during project implementation.**

Surface impacts will include 1) jack hammering concrete for removal, 2) surface grading to level the ground in preparation for sports court development, and 3) concrete application to create 2 basketball and 2 pickle ball courts. No subsurface impacts expected.

**Discuss both direct and indirect
impact areas, such as staging
areas and access routes that
will be used as part of the
project**

Direct impacts include the staging area in the existing parking lot and existing access routes (roads) along Florida Street and 7th Street. Indirect impacts not expected.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

The current ground surface is either a dilapidated basketball court or a grass field. All of the current surfaces that will be impacted by this project are either paved or are mowed/significantly already managed by the City. No natural surfaces will be disturbed.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist?

Unknown

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area?

No

Are there National Register listed or eligible sites in the Project Area?

No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?

No

Is your project area within or adjacent to a historic district?

No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination)

Combination (Hand tools and mechanized)

**If using equipment you may use
this space to provide short
description**

Jackhammers will be used to remove existing dilapidated basketball court. Heavy machinery will be used to grade and pave the new basketball and pickleball courts.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

ADDITIONAL DOCUMENTS

**Upload additional surveys and
any other documents related to
cultural resources here**

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1

[Hunt Park Project Map.pdf](#)

Map Upload 2

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos

*** NEPA**

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area? No

Does the project involve any permanent easement or acquisition of right-of-way? No

Does the project involve construction in, across or adjacent to a body of water? No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

None.

Please note we filed a Project Evaluation Form as required by AZ Game and Fish on April 20, 2026 and requested a speedy response because this grant is due on April 30, 2026. We did not receive a response by the due date for this grant so are submitting without the response to the Project Evaluation Form. We included our email with our Project Evaluation Form as evidence this was submitted on April 20, 2026.

Please attach

[Arizona Game and Fish Environmental Review Tool](#)

report [Proof of work Arizona Game and Fish Environmental Review Tool.pdf](#)

Please attach Official Species List obtained through US Fish and Wildlife Service IPaC Tool. [AZ Environmental Online Review project_report_hunt_park_basketball_pickle_98376_101465.pdf](#)

*LAND MANAGER APPROVALS

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

No

Please attach letter from Land Managing agency showing the land managing agency is aware, and supportive of the proposal.

[Lease Agreement.pdf](#)

* RESOLUTION

RESOLUTION

Is your organization a federal,
state, or tribal agency?

No

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor

Name)_____ **HELD ON (Date)** _____

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

1. Approves the filing of an application for motorized or non-motorized assistance, and
2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and
3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and
4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and
5. If applicable, certifies that Project Sponsor has matching funds
6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No. 26-10

Project Sponsor Name Mayor Kathleen Smith

**Project Sponsor's Governing
Body (if different from Sponsor
Name)** Holbrook City Council

Project Title DESIGNATION AUTHORITY TO EXECUTE A GRANT FOR HUNT PARK

Signed by Draft -- will be signed in May 2026

Date 05/13/2026

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

**If you have a Completed or
Draft Resolution, please upload
it here** [Resolution approving Parks grant for Pickleball and Basketball courts.doc](#)

Risk Assessment

General

**Is the organization new to
managing state and/or federal
funds?** No

**Is this program new for the
agency?** Yes

If yes, please explain

To the best of our knowledge, the City of Holbrook has never applied for nor received a grant from AZ State Parks and Trails.

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program?

No

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)?

Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds?

Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?

Yes

Legal

Has the organization ever been suspended or debarred?

No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

[SAM Certification_Kathleen signed.docx](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

Yes

If yes, please upload a copy of your most recent Single Audit report

[City of Holbrook Audited FS FY2025.pdf](#)

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

The City of Holbrook has no debt, including no bond debt.

Determination of Risk

Total Score 2

Overall Risk

*** CERTIFICATION**

Certification

Completed by	Randall Sullivan	City Manager
	Name	Title

Date	04/30/2026
-------------	-------------------

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here	RS
---	-----------

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here	RS
--	-----------

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here	RS
--	-----------

Identify source of working capital and, if applicable, matching funds

Matching funds come from the City General Fund. See attachment in previous section.

**I acknowledge and understand RS
that our agency is required to
provide proof of liability
insurance. Initial here**

**Please upload either proof of
insurance OR if insurance has
not been purchased yet, please
upload a quote showing
appropriate levels of insurance .**

Insurance requirements can be found in Part III, Section M of Attachment B

Proof Insurance.pdf

**I acknowledge that my agency RS
leadership is aware of and
supportive of this grant
application process. Initial here**

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

**I acknowledge awareness of RS
and the responsibility to comply
with the Americans with
Disabilities Act requirements**

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

***If you do not have an objection, RS
initial here***

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
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No files attached.

2546 - Outdoor recreational lighting at Colorado River State Historic Park

Application Details

Funding Opportunity		Initial Submit Date	Apr 30, 2026 7:40 AM
1565-HERITAGE FUND - Local, Regional and State Park (LRSP) - FY26		Initially Submitted By	Cathy Douglas
Funding Opportunity Due Date	Apr 30, 2026 11:59 PM	Last Submit Date	
Program Area	Heritage Fund	Last Submitted By	
Status	Submitted	Contact Information	
Stage	Final Application		

Primary Contact Information

Active User	Yes		
Type	External User		
Name	Ms.	Cathy	Lynn
	Salutation	First Name	Middle Name
Douglas			
Last Name			
Title	Executive Director		
Email	cathy.douglas@yumaaz.gov		
Address	180 W 1st Street		
	Suite E		

Organization Information

Status	Approved
Name	Yuma Crossing National Heritage Area Corp.
Organization Type	Non-Profit
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	
PZ000010911	
https://app.az.gov or Help Desk @602-542-7600	

85364
Postal Code/Zip

Phone (928) 373-5198 Ext.
Phone
###-###-####

Fax (928) 343-8744
###-###-####

Remit Address is the address where Parks would send the payment to your agency.

The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

**ADDRESS
CODE**

180 W 1st Street, Suite E, Yuma, AZ 85364
REMITTANCE ADDRESS

SAM UEI #

SAM Validation

**SAM Expiration
Date**

**SAM Exclusion
Flag**

**SAM Last
Updated**

Organization Website <http://www.yumaheritage.com>

Address 180 W 1st Street
Suite E

Yuma Arizona
City State/Province

County Yuma County 85364
Postal Code/Zip

Phone (928) 373-5198 Ext.
###-###-####

Fax (928) 343-8744
###-###-####

E-mail Address cathy.douglas@yumaaz.gov

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your
proposal with State Parks Grant
staff?

Yes

AGENCY/ORGANIZATION
ADDRESS

180 W 1st St, Suite E
Street

City

Yuma 85364
City Zip

Is your organization designated
as a Non-Profit?

Yes

If designated as a non-profit,
please upload IRS
determination letter evidencing
tax status

[IRS_DeterminationLetter_501c3StatusYCNHA.pdf](#)

PROJECT COORDINATOR

Tammy Snook Park Manager
Name Title

E-MAIL

Tammy.Snook@yumaaz.com

PHONE

928-329-0471

SECONDARY PROJECT
COORDINATOR

Jesus Melendrez Wetlands and Facilities Operations Manager
Name Title

E-MAIL

Jesus.Melendrez@yumaaz.com

PHONE

928-373-5195

PROJECT INFORMATION

Provide nearest town/city to
project location

Yuma

CONGRESSIONAL DISTRICT

7

[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT**AZ LEGISLATIVE DISTRICT**

23

[Legislative Districts](#)

If project crosses over more than 1 legislative district enter additional district here.

ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE**COUNTY**

Yuma County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

The Yuma Crossing National Heritage Area proposes the replacement of 18 deteriorated lampposts at Colorado River State Historic Park in Yuma, Arizona. Due to prolonged exposure to extreme desert weather conditions, the existing lampposts have experienced significant wear, corrosion, and reduced functionality, impacting both visitor safety and the overall aesthetic of this historic site.

Funding from Arizona State Parks & Trails will support the purchase and installation of new, durable, and historically compatible lampposts throughout the park. The project will support evening outdoor recreation, cultural programming, and community park events by enhancing nighttime visibility, improving safety for visitors and staff, and contributing to the preservation of the park's historic character.

This project is being proposed to address critical infrastructure needs and to ensure the park remains a safe, welcoming, and accessible destination for the community and visitors. As a key cultural and recreational asset in Yuma, the park hosts numerous public educational and cultural programs, community events, and daily visitation, all of which rely on safe and well-maintained facilities.

Work will be accomplished through a coordinated effort involving procurement of materials, removal of existing lampposts, and professional installation of new fixtures. The project will be managed by Yuma Crossing National Heritage Area staff in collaboration with Arizona State Parks & Trails and qualified licensed contractors, ensuring compliance with all historic preservation standards and project timelines.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail? No

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Purchase new lampposts	18.00	Each	\$4,800.00	\$86,400.00	\$8,000.00	\$78,400.00	08/01/2026	06/30/2027
				\$86,400.00	\$8,000.00	\$78,400.00		

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-Kind	Total Grant Request	State Date	End Date
Remove old and install new lampposts	18.00	Each	\$1,200.00	\$21,600.00	\$0.00	\$21,600.00	08/01/2026	06/30/2027
				\$21,600.00	\$0.00	\$21,600.00		

Scope Item #4 Land Acquisition

Parcel No.	Estimated Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In- kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In- kind	Total Grant Request	State Date	End Date
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No Data for Table

Totals

Total Grant Request	\$100,000.00
Total Match/In-kind	\$8,000.00
Total Cost	\$108,000.00
Total Match Percentage	7.41%

Budget Notes

Budget Notes

Grant funds will be used to purchase approximately 18 new lampposts, estimated to cost \$4,800 each, and to hire a licensed electrical contractor to remove old lampposts and install new lampposts at an estimated cost of \$1,200 each, for a total cost of \$108,000, of which \$8,000 is being provided in non-federal cash match.

Max 3000 Characters (Not required)

*LWCF/LRSP SCORING CRITERIA

Please select one of the following that best describes your project

Renovation of an Existing Facility
Max 3 Points

What impact will the project have on existing outdoor recreation opportunities?

Improves Existing Opportunity by Increasing Accessibility
Max 3 Points

Once awarded, how quickly can implementation of the project begin? Within Three Months of Signed Agreement
Max 3 Points

Please provide justification for your response above

Implementation can begin immediately upon grant award. Yuma Crossing National Heritage Area will initiate procurement by ordering the custom, historically compatible lampposts, which require a manufacturing lead time. During this period, project planning and contractor coordination will be finalized. Once the lampposts are delivered, existing fixtures will be removed and new lampposts installed by qualified contractors. The project is expected to be completed within 8-12 months from the time of award.

(Limit 1000 Characters)

Will you be partnering with any other organization in order to complete the project? No
Max 3 Points

Has the public been involved in the project development process? No

Please describe any innovative solutions or best practices that were utilized during project development.

Project development incorporates best practices focused on durability, safety, and historic compatibility. The proposed lampposts are custom-designed to reflect the park's historic character while using modern, weather-resistant materials suited to extreme desert conditions, reducing long-term maintenance needs and improving lifecycle cost efficiency.

The project was developed in close coordination with Arizona State Parks & Trails and qualified contractors to ensure compliance with historic preservation standards and efficient implementation. A phased implementation approach will align procurement, manufacturing, removal of existing fixtures, and installation of new lampposts to minimize disruption to park operations and public events. This approach ensures a smooth transition while maintaining public access and advancing long-term infrastructure resilience.

Max 3 Points (Limit 1000 Characters)

Will the project directly connect to another trail or recreation facility? No
Max 3 points

Please explain how the site will be maintained once project is complete.

Once the project is complete, the Colorado River State Historic Park will maintain the new lampposts through established Arizona State Parks & Trails maintenance protocols and routine park operations. Regular inspections will be conducted to ensure all fixtures remain fully functional, safe, and in good condition, particularly following seasonal weather events common to the desert environment.

Preventative maintenance, including cleaning, electrical checks, and timely repairs, will be performed as part of ongoing facility management. Any issues identified will be addressed promptly to avoid service disruption and ensure continued public safety. The use of durable, modern materials is expected to reduce overall maintenance frequency and extend the service life of the infrastructure. This approach ensures the lighting system remains reliable, safe, and visually consistent with the historic character of the park over time.

Max 3 Points (Limit 1000 Characters)

Please document what steps will be taken to ensure this and other public outdoor recreation facilities will be maintained.

The YCNHA and Arizona State Parks & Trails will ensure long-term maintenance of the lampposts and other outdoor recreation infrastructure through coordinated, routine asset management practices. This includes scheduled inspections, preventative maintenance, and timely repairs conducted by trained parks and facilities staff.

Maintenance planning will follow established asset management protocols, including seasonal checks, post-storm inspections, and documented condition assessments to identify issues early. Staff will prioritize safety-related repairs and ensure lighting systems remain fully operational for public use.

In addition, the use of durable, low-maintenance materials will reduce lifecycle maintenance demands. Coordination between Yuma Crossing National Heritage Area, the City of Yuma, and State Parks will support accountability and consistent upkeep, ensuring all public recreation facilities remain safe, functional, and welcoming for residents and visitors.

Max 15 Points (Limit 1000 Characters)

Explain how this project will improve access at this and existing facilities?

How will you continue to engage the community in order to address any concerns in regards to safety and access?

This project will improve access by restoring safe, reliable nighttime illumination throughout Colorado River State Historic Park, allowing visitors to navigate walkways, gathering areas, and event spaces more confidently after dark. Replacing deteriorated lampposts with durable, historically compatible fixtures will enhance visibility, reduce hazards, and support ADA-friendly access by improving wayfinding and reducing poorly lit conditions. Upgrades will support continued use of recreation and cultural facilities during evening hours, expanding opportunities for community programming and tourism. Community engagement will continue through coordination between Yuma Crossing National Heritage Area, the City of Yuma, and Arizona State Parks & Trails. Public input gathered through events, meetings, and outreach will guide maintenance priorities and future improvements, ensuring the park remains responsive to community needs.

Max 15 Points (Limit 1000 Characters)

Please detail how you will balance development of new and existing recreation opportunities, while at the same time conserving natural resources.

This project balances recreation and conservation by focusing on replacement of existing infrastructure rather than expansion, ensuring no new disturbance to natural or undeveloped areas. All lampposts will be installed within previously developed corridors, limiting ground disturbance and avoiding impacts to surrounding habitat. Design choices prioritize durable, historically compatible, and energy-efficient fixtures that reduce long-term maintenance needs and resource use. Lighting will improve visibility while minimizing glare and light spill into adjacent natural areas, helping protect wildlife and preserve the park's historic and environmental setting. Coordination with Arizona State Parks & Trails and resource partners ensures compliance with preservation and environmental standards. Ongoing maintenance and adaptive management will guide operations, ensuring recreational use is supported while natural resources are protected for long-term sustainability.

Max 15 Points (Limit 1000 Characters)

LWCF Compliance

Yes

Are all LWCF funded projects free of any major issues?

Max 3 Points

Grant Management History

Please describe experience administering past grant awarded projects including the Land and Water Conservation Fund.

N/A

(Limit 1000 Characters)

Have you attended a workshop in the past year?	No Max 2 points
Have matching funds been secured for this project?	Yes Max 4 Points
Please provide documentation of secured match.	YCNHA_LSMATCHCommitment.pdf
Is your project identified in any planning documents?	No Max 4 Points

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

Projects must be shovel ready. **If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land Owner/Manager(s)

Arizona State Parks (ASP)- Land Owner

City of Yuma (COY)- formal Intergovernmental Agreement with ASP to manage the park locally

YCNHA- formal Cooperative Management Agreement between COY and YCNHA for daily park operations

Project Location, including Township, Range and Section.

Please include GPS Coordinates

The project will take place at the Colorado River State Historic Park, 201 N. 4th Ave., Yuma, AZ, 85364. The park is located in section 35 of T.16S, R.22E. GPS coordinates are 32.727484, -114.622461.

**Total project area in acres (or
total miles if trail)** 10.00 Acres

Project Description and Impacts:

***Please provide a description of
any surface and/or subsurface
impacts that are expected
during project implementation.***

Project implementation is expected to have minimal and temporary surface impacts, as work will occur within previously developed areas of the Colorado River State Historic Park. Surface impacts will include the removal of existing lampposts and installation of new fixtures. This project will include no ground disturbance. All lampposts will be placed on the footprint of existing lampposts, using wiring that is already in place.

No significant subsurface impacts are anticipated, as the project is limited to replacing existing infrastructure in established utility corridors. All work will follow applicable historic preservation guidelines, utility safety standards, and coordination with Arizona State Parks & Trails to ensure protection of cultural and environmental resources.

***Discuss both direct and indirect
impact areas, such as staging
areas and access routes that
will be used as part of the
project***

Direct impacts will be limited to the immediate lamppost replacement locations within existing developed corridors of the Colorado River State Historic Park. Indirect impacts will include the use of existing park access roads and pathways for contractor and equipment movement. These routes may experience short-term, intermittent activity from small construction vehicles and material transport. A designated staging area within an already developed portion of the park will be used for material and equipment storage, and contractor coordination to avoid disturbance to the general public during operating hours.

All staging, access, and work activities will be confined to previously disturbed or maintained areas, minimizing impacts to surrounding habitats and visitor spaces. Appropriate signage and scheduling will be used to reduce disruption to park users during implementation.

Ground Surface Information

***Describe the condition of the
current ground surface within
the entire project boundary area
(for example, is the ground in a
natural undisturbed condition,
or has it been bladed, paved,
graded, etc.)***

The ground surface within the project boundary at the Colorado River State Historic Park is previously developed and maintained. The lamppost replacement locations are situated along established park walkways, paths, and landscaped corridors that have been previously graded and regularly maintained for public use.

These areas are not in a natural or undisturbed condition. Instead, they consist of compacted soils, landscaped surfaces, decomposed granite paths, and adjacent developed park infrastructure.

Because the project is occurring within an active public park, the ground surface has been repeatedly modified over time for infrastructure installation, utility access, and visitor amenities. No intact natural ground conditions are expected within the direct project footprint. All existing wiring is in underground conduit, which can be easily accessed, if needed, with no ground disturbance.

**Has the project area been
previously surveyed for cultural
resources by a qualified
archaeologist?**

Yes

**Are there any known prehistoric
and/or historical archaeological
sites in or adjacent to the
project area?**

Yes

**Are there National Register
listed or eligible sites in the
Project Area?**

Yes

**Will the project affect any
National Register listed or
eligible sites?**

No

**Are there any buildings or
structures (including mines,
bridges, dams, canals, etc.) that
are 50 years or older in or
adjacent to the project area?**

Yes

**Is your project area within or
adjacent to a historic district?**

Yes

Name of district

Yuma Crossing National Heritage Area & Yuma Crossing National Historic Landmark

**List type of equipment to be
used (Foot Traffic and Hand
Tools, Mechanized Equipment
Only or Combination)**

Combination (Hand tools and mechanized)

**If using equipment you may use
this space to provide short
description**

Project electricians will have access to park grounds via utility trucks throughout the duration of the project. If necessary, a small crane may be utilized to assist with the removal and reinstallation of lampposts.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s) [1991 Cultural Resource Investigations of the Depot.pdf](#)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

ADDITIONAL DOCUMENTS [1983 Yuma Crossing and Associated Sites National Historic Landmark Archaeological Perspective.pdf](#)

**Upload additional surveys and
any other documents related to
cultural resources here**

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1 [MapBlueprint.pdf](#)

Map Upload 2 [Map2.jpg](#)

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos [Lampposts at CRSHP.pdf](#)

*** NEPA**

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area?

Yes

Does the project have a determination of “may affect, likely to adversely affect”?

No

Does the project involve any permanent easement or acquisition of right-of-way?

No

Does the project involve construction in, across or adjacent to a body of water?

No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

None

Please attach

[Arizona Game and Fish Environmental Review Tool report](#) [AZGFDmap.pdf](#)

Please attach Official Species List obtained through [US Fish and Wildlife Service IPaC Tool](#). [Species List_ Arizona Ecological Services Field Office.pdf](#)

*LAND MANAGER APPROVALS

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

No

Please attach letter from Land Managing agency showing the land managing agency is aware, and supportive of the proposal.

[ASPT_LetterofSupport.pdf](#)

* RESOLUTION

RESOLUTION

Is your organization a federal,
state, or tribal agency?

No

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

**CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor
Name)_____ HELD ON (Date) _____**

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

1. Approves the filing of an application for motorized or non-motorized assistance, and
2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and
3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and
4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and
5. If applicable, certifies that Project Sponsor has matching funds
6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No. 2026-001

Project Sponsor Name Yuma Crossing National Heritage Area

**Project Sponsor's Governing
Body (if different from Sponsor
Name)**

Project Title Outdoor recreational lighting at Colorado River State Historic Park

Signed by (Draft- will be signed by Cathy Douglas & Brian Golding, Sr.)

Date 05/08/2026

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

**If you have a Completed or
Draft Resolution, please upload
it here** [DraftResolution2026-001_ASPT Grant Application.pdf](#)

Risk Assessment

General

**Is the organization new to
managing state and/or federal
funds?** No

**Is this program new for the
agency?** No

**Has there been high staff
turnover or agency
reorganization in the last 6
months that impacts this
program?** No

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)?

Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds?

Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?

Yes

Legal

Has the organization ever been suspended or debarred?

No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

[SAM_EntityInformation_20260427-125907.pdf](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

No

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

Determination of Risk

Total Score

0

Overall Risk

**** CERTIFICATION***

Certification

Completed by	Cathy Douglas	Executive Director
	Name	Title

Date	04/29/2026
-------------	-------------------

<i>I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here</i>	CD
--	-----------

<i>I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here</i>	CD
---	-----------

<i>I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here</i>	CD
---	-----------

Identify source of working capital and, if applicable, matching funds

YCNHA Operating Budget (cash)

<i>I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here</i>	CD
--	-----------

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B

YCNHA_Certificate of Insurance.pdf

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here

CD

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements

CD

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here

CD

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
IGA- ASPT & COY	IGA_StateParks COY_QMD YTP_15yrAgrmntSigned12-16-16.pdf	pdf	2 MB	04/29/2026 12:08 PM
Master Agreement- COY & YCNHA	YCNHA_COY_ Signed Master Agreement 7.1.23 thru 6.30.2028.pdf	pdf	3 MB	04/29/2026 12:09 PM
R.L. Jones Letter of Support	RLJones LOS_ASPTGrant2026.pdf	pdf	212 KB	04/29/2026 04:49 PM
The City of Yuma Letter of Support	COY-LS Grant Application.pdf	pdf	251 KB	04/29/2026 12:03 PM
Visit Yuma Letter of Support	VisitYuma_LetterofSupport_ASPTGrant2026.pdf	pdf	124 KB	04/29/2026 02:27 PM

2500 - Restroom for Peach Springs' Route 66 Park.

Application Details

Funding Opportunity		Initial Submit Date	Apr 29, 2026 4:41 PM
1565-HERITAGE FUND - Local, Regional and State Park (LRSP) - FY26		Initially Submitted By	Richard Knott
Funding Opportunity Due Date	Apr 30, 2026 11:59 PM	Last Submit Date	
Program Area	Heritage Fund	Last Submitted By	
Status	Submitted	Contact Information	
Stage	Final Application		

Primary Contact Information

Active User	Yes
Type	External User
Name	Mr. Richard Middle Name
	Salutation First Name
	Knott
	Last Name
Title	
Email	richard.knott@hualapai-nsn.gov
Address	po box 179

Organization Information

Status	Approved
Name	Hualapai Tribe
Organization Type	Tribal Government
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	
https://app.az.gov or Help Desk @602-542-7600	
Remit Address is the address where Parks would send the payment to your agency.	

	peach springs	Arizona
	City	State/Province
86434		
Postal Code/Zip		
Phone	(928) 769-1310	Ext.
	Phone	
	###-###-####	
Fax	###-###-####	

The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

ADDRESS	REMITTANCE ADDRESS
CODE	

SAM UEI #

SAM Validation

**SAM Expiration
Date**

**SAM Exclusion
Flag**

**SAM Last
Updated**

**Organization
Website**

Address	po box 179
----------------	------------

	peach springs	Arizona
	City	State/Province
County	86434	
	Postal Code/Zip	

Phone	(928) 769-2216	Ext.
	###-###-####	

Fax	###-###-####
------------	--------------

E-mail Address	richard.knott@hualapai-nsn.gov
-----------------------	--

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?

Yes

AGENCY/ORGANIZATION ADDRESS

PO Box 179

Street

City

Peach Springs 86434

City

Zip

Is your organization designated as a Non-Profit?

Yes

If designated as a non-profit, please upload IRS determination letter evidencing tax status

[non profit organization letter.pdf](#)

PROJECT COORDINATOR

Richard Knott Grant Writer

Name

Title

E-MAIL

rknott@hualapai-nsn.gov

PHONE

928-769-2216

SECONDARY PROJECT COORDINATOR

Bobby Havatone TERO Director

Name

Title

E-MAIL

bobby.havatone@hualapai-nsn.gov

PHONE

928-769-2216

PROJECT INFORMATION

Provide nearest town/city to project location

Peach Springs

CONGRESSIONAL DISTRICT

AZ-002

[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

**ADDITIONAL CONGRESSIONAL
DISTRICT**

AZ LEGISLATIVE DISTRICT 6

[Legislative Districts](#)

If project crosses over more than 1 legislative district enter additional district here.

**ADDITIONAL LEGISLATIVE
DISTRICTS ENTER HERE**

COUNTY Mohave County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

The Tribe is requesting **\$100,000** to support the construction of a public restroom facility at Route 66 Park in downtown Peach Springs, Arizona. Funding will be used exclusively for the purchase of construction materials, including concrete, lumber, plumbing systems, fixtures, and related infrastructure. No funds are being requested for labor.

Construction will be carried out by the Tribal Employment Rights Office (TERO) Director and staff, creating an opportunity for hands-on workforce training while maximizing cost efficiency. The project site is a central community park that hosts major events such as the annual Route 66 Fun Run, Halloween celebrations, health fairs, and other public gatherings.

This project is being proposed to address the absence of permanent public restroom facilities in Peach Springs, which limits park usability, impacts public health, and constrains the Tribe's ability to support tourism along the Historic Route 66 corridor.

Work will be completed through the procurement of materials followed by on-site construction led by TERO staff, in accordance with standard building practices and ADA requirements, resulting in a durable and accessible facility for both residents and visitors.

**Will your project be using one of
the 6 state contracted trail
crews for construction, non-
routine maintenance, or reroute
of a trail?** No

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Unit		Unit		Match/In-kind	Total Grant Request	State Date	End Date
	Quantity	Type	Cost	Total				
Construction Work by TERO staff Inkind	0.00		\$0.00	\$0.00	\$0.00	\$0.00	9/1/26	10/31/26
				\$0.00	\$0.00	\$0.00		

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Unit		Unit		Match/In-kind	Total Grant Request	State Date	End Date
	Quantity	Type	Unit Cost	Total				
Bathroom Facility	1.00	Each	\$100,000.00	\$100,000.00	\$0.00	\$100,000.00	9/1/26	10/31/26
				\$100,000.00	\$0.00	\$100,000.00		

Scope Item #3 Construction

Construction Costs Breakdown	Unit		Unit		Match/In-Kind	Total Grant Request	State Date	End Date
	Quantity	Type	Cost	Total				

No Data for Table

Scope Item #4 Land Acquisition

Parcel No.	Estimated Date		Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
	Acreage	of Acquisition						

No Data for Table

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Unit		Unit		Match/In-kind	Total Grant Request	State Date	End Date
	Quantity	Type	Cost	Total				

No Data for Table

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
-----------------------	----------	-----------	-----------	-------	---------------	---------------------	------------	----------

No Data for Table

Totals

Total Grant Request	\$100,000.00
Total Match/In-kind	\$0.00
Total Cost	\$100,000.00
Total Match Percentage	0.00%

Budget Notes

Budget Notes

We are only requesting funds for the materials. The tribe's TERO department will construct the facility.

Max 3000 Characters (Not required)

*LWCF/LRSP SCORING CRITERIA

Please select one of the following that best describes your project	Combination Renovation and Development Max 3 Points
What impact will the project have on existing outdoor recreation opportunities?	Project Improves an Existing Opportunity But Does Not Expand its Impact Max 3 Points
Once awarded, how quickly can implementation of the project begin?	Within Three Months of Signed Agreement Max 3 Points
Please provide justification for your response above	
(Limit 1000 Characters)	

Will you be partnering with any other organization in order to complete the project? No
Max 3 Points

Has the public been involved in the project development process? Yes

Please describe public outreach efforts. This can include minutes from public meetings, outreach flyers, newspaper articles, or any innovative outreach methods.

The tribe has been planning for upgrades to its downtown and Route 66 amenities over the past year with numerous outreach events. Goal 1 of the Hualapai Route 66 corridor plan is to enhance visitor and resident experience in downtown Peach Springs which includes adding a restroom. See page 14 of the attached plan.

Max 3 Points (Limit 1000 Characters)

Please attach examples and proof of public outreach efforts.

[HualapaiRoute66CCC_CorridorPlanMarch2026web.pdf](#)

**Sponsor will not be awarded points without providing examples of public outreach efforts. Please combine multiple documents into one.*

Please describe any innovative solutions or best practices that were utilized during project development.

The Tribe will implement a cost-effective and workforce-centered approach by utilizing its Tribal Employment Rights Office (TERO) staff to construct the restroom facility. This strategy reduces overall project costs by eliminating the need for contracted labor while simultaneously building local workforce capacity.

A key innovative component of the project is its integration of hands-on workforce training. The construction effort will be led by a qualified instructor, allowing TERO staff to gain practical skills in construction, plumbing, and facility development. This approach not only delivers the immediate infrastructure improvement but also creates long-term benefits by strengthening the Tribe's internal capacity to complete future projects.

Best practices will be followed throughout project implementation to ensure quality, safety, and compliance. All work will adhere to applicable building codes and standards, including ADA requirements.

Max 3 Points (Limit 1000 Characters)

Will the project directly connect to another trail or recreation facility?

No

Max 3 points

Please explain how the site will be maintained once project is complete.

Upon completion of the project, the restroom facility at Route 66 Park will be maintained by the Tribe's established Parks Department. The department has existing staff, equipment, and operational systems in place to manage public facilities and community spaces.

The Tribe will allocate funding within its annual operating budget to support routine maintenance and upkeep, including cleaning, repairs, supply replenishment, and utility costs. The restroom will be incorporated into the Parks Department's regular workplans and maintenance schedules to ensure consistent servicing and long-term functionality.

This approach ensures the facility will remain safe, sanitary, and accessible for both community members and visitors, supporting ongoing use of the park for events and tourism activities along the Route 66 corridor.

Max 3 Points (Limit 1000 Characters)

Please document what steps will be taken to ensure this and other public outdoor recreation facilities will be maintained.

The Tribe will ensure the long-term maintenance of the restroom facility and other public outdoor recreation assets through its established Parks Department. The department will incorporate the new facility into its existing maintenance system, including routine inspection schedules, cleaning protocols, and preventative maintenance activities.

Dedicated funding for operations and maintenance will be included in the Tribe's annual budget to cover custodial services, minor repairs, utilities, and replacement of supplies. The facility will be added to the Parks Department's formal workplans, ensuring it is regularly serviced alongside other community assets.

Max 15 Points (Limit 1000 Characters)

Explain how this project will improve access at this and existing facilities?

How will you continue to engage the community in order to address any concerns in regards to safety and access?

This project improves access at Route 66 Park by adding a permanent, ADA-compliant restroom where none currently exists. This removes a key barrier for community members, elders, individuals with disabilities, and visitors, and supports greater use of the park for events and daily recreation.

The Tribe will continue to engage the community through established channels. Community members can bring concerns to the Tribal Council, which then directs the Parks Department to adjust maintenance, safety, or access protocols as needed. This ensures facilities remain responsive to community needs.

Max 15 Points (Limit 1000 Characters)

Please detail how you will balance development of new and existing recreation opportunities, while at the same time conserving natural resources.

The project balances new development with natural resource conservation by constructing the restroom entirely within the existing footprint of Route 66 Park, avoiding any need for land expansion or disturbance of undeveloped areas. By utilizing already impacted space, the project minimizes environmental impact while improving park functionality.

Max 15 Points (Limit 1000 Characters)

LWCF Compliance

Yes

Are all LWCF funded projects free of any major issues?

Max 3 Points

Grant Management History

Please describe experience administering past grant awarded projects including the Land and Water Conservation Fund.

The Tribe has extensive experience administering grant-funded projects, including those supported by federal, state, and private funding sources such as the Land and Water Conservation Fund. The Tribe maintains a dedicated Finance Department responsible for grant management, including budgeting, financial tracking, reporting, and compliance.

The Finance Department works closely with program staff to ensure all projects meet applicable requirements, including procurement standards, allowable cost principles, and reporting deadlines. Established internal controls and procedures support accurate financial management and accountability.

Through this structure, the Tribe has successfully managed numerous grants and demonstrated the capacity to ensure full compliance with funding requirements while delivering projects on time and within budget.

(Limit 1000 Characters)

Have you attended a workshop in the past year? No
Max 2 points

Have matching funds been secured for this project? Yes
Max 4 Points

Please provide documentation of secured match. [TERO Matching funds for workers.pdf](#)

Is your project identified in any planning documents? Yes
Max 4 Points

Please attach and highlight project within an attached plan. [HualapaiRoute66CCC_CorridorPlanMarch2026web.pdf](#)

***CULTURAL CLEARANCE REVIEW FORM**

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

*Projects must be shovel ready. *If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land

Owner/Manager(s)

Hualapai Tribe

Project Location, including

Township, Range and Section.

Please include GPS Coordinates

The project is located in the Route 66 park in Peach Springs, AZ at the intersection of Hwy 66 and Diamond Creek Road. The approximate coordinates are 35.529597, -113.424590

Total project area in acres (or 0.01 Acres
total miles if trail)

Project Description and Impacts:

***Please provide a description of
any surface and/or subsurface
impacts that are expected
during project implementation.***

No adverse surface or subsurface impacts are anticipated, as the project will be constructed within an already disturbed area of Route 66 Park. Ground disturbance will be minimal and limited to standard site preparation and foundation work.

As a precaution, the Tribe's Cultural Resources Department will be notified prior to construction. In the event that any cultural materials are inadvertently discovered during ground disturbance, work will cease immediately and appropriate protocols will be followed to ensure protection and compliance.

***Discuss both direct and indirect
impact areas, such as staging
areas and access routes that
will be used as part of the
project***

Direct impacts will be limited to the specific construction area within Route 66 Park where the restroom facility will be built. Only a portion of the park will be affected, and impacts will be temporary during the construction period.

Indirect impacts, including staging and access, will also occur within the existing park footprint. Materials and equipment will be staged on-site in previously disturbed areas to minimize additional impacts. Access to the site is readily available from Highway 66, eliminating the need for new access routes or ground disturbance.

Overall, impacts will be short-term, contained, and managed to minimize disruption to the park and surrounding area.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

The project area is located within Route 66 Park, which has been developed and in use for decades. The ground surface has been previously disturbed, leveled, and maintained for recreational use. Currently, the site consists primarily of a compacted gravel surface that functions as a parking and event area. No undisturbed or natural ground conditions are present within the project boundary.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist?

Unknown

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area?

No

Are there National Register listed or eligible sites in the Project Area?

No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?

Yes

Is your project area within or adjacent to a historic district?

No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination)

Combination (Hand tools and mechanized)

***If using equipment you may use
this space to provide short
description***

Construction will require minor excavation to connect to existing sewer and water lines using standard equipment. The remainder of the project will be completed using hand tools for building and installation.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

ADDITIONAL DOCUMENTS

***Upload additional surveys and
any other documents related to
cultural resources here***

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1

[*Restroom Map.pdf*](#)

Map Upload 2

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos

**** NEPA***

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area? No

Does the project involve any permanent easement or acquisition of right-of-way? No

Does the project involve construction in, across or adjacent to a body of water? No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

The project will require approval from the Tribal Planning Department prior to construction. Due to the project being located within an existing, previously disturbed park, it is anticipated to qualify for a categorical exclusion (CATEX) under environmental review.

The permitting and review process is expected to take approximately 30 days.

Please attach

[Arizona Game and Fish Environmental Review Tool](#)

report [project_report_hualapai_route_66_park_rest_98649_101752.pdf](#)

Please attach Official Species [IPaC_Explore Location resources.pdf](#)

List obtained through US Fish and Wildlife Service IPaC Tool.

*LAND MANAGER APPROVALS

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

Yes

Please attach documentation showing proof of ownership below.

* **RESOLUTION**

RESOLUTION

**Is your organization a federal,
state, or tribal agency?**

Yes

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Risk Assessment

General

**Is the organization new to
managing state and/or federal
funds?**

No

**Is this program new for the
agency?**

No

**Has there been high staff
turnover or agency
reorganization in the last 6
months that impacts this
program?**

No

Internal Controls

**Does your organization
currently have written policies
and procedures to ensure the
proper documentation of
personnel costs (Time and
Effort reporting)?**

Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds?

Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?

Yes

Legal

Has the organization ever been suspended or debarred?

No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

[SAM Registration.jpg](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

No

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

Determination of Risk

Total Score 0

Overall Risk

*** CERTIFICATION**

Certification

Completed by Richard Knott Grant Writer
Name **Title**

Date 04/29/2026

*I acknowledge and understand
that this grant program
operates on a reimbursement
basis. Reimbursement occurs
only after an expense is paid.
Initial here*

rk

*I acknowledge and understand
that our agency will comply
with all appropriate state and
federal regulations, policies,
guidelines, and requirements as
they relate to the application.
Initial here*

rk

*I acknowledge and understand
that our agency has the
required working capital and, if
applicable, matching funds for
each reimbursement and that
those matching funds are from
eligible sources. Initial here*

rk

*Identify source of working
capital and, if applicable,
matching funds*

TERO department

*I acknowledge and understand
that our agency is required to
provide proof of liability
insurance. Initial here*

rk

*Please upload either proof of
insurance OR if insurance has
not been purchased yet, please
upload a quote showing
appropriate levels of insurance .*

Insurance requirements can be found in Part III, Section M of Attachment B

[Hualapai Certificate.pdf](#)

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
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No files attached.

2539 - City of Benson Heritage Grant - Ramada

Application Details

Funding Opportunity		Initial Submit Date	Apr 30, 2026 10:49 AM
1565-HERITAGE FUND - Local, Regional and State Park (LRSP) - FY26		Initially Submitted By	Mandy Konrad
Funding Opportunity Due Date	Apr 30, 2026 11:59 PM	Last Submit Date	
Program Area	Heritage Fund	Last Submitted By	
Status	Submitted	Contact Information	
Stage	Final Application		

Primary Contact Information

Active User	Yes
Type	External User
Name	Ms. Mandy Middle Name
	Salutation First Name
	Konrad
	Last Name
Title	
Email	mkonrad@bensonaz.gov
Address	101 E. 6th Steet

Organization Information

Status	Approved
Name	Benson, City of
Organization Type	Municipal Government
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	
	000000000
https://app.az.gov or Help Desk @602-542-7600	

85602
Postal Code/Zip

Phone 520-720-6331 Ext.
Phone
###-###-####

Fax ###-###-####

Remit Address is the address where Parks would send the payment to your agency.

The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

ADDRESS CODE REMITTANCE ADDRESS

SAM UEI # JCCRL6RBCJM1

SAM Validation Active

SAM Expiration Date 10/09/2026

SAM Exclusion Flag

SAM Last Updated Aug 3, 2026 12:01 AM

Organization Website

Address P.O. Box 2223

County Benson Arizona
City State/Province
85602-
Postal Code/Zip

Phone (520) 720-6044 Ext.
###-###-####

Fax ###-###-####

E-mail Address

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?

Yes

AGENCY/ORGANIZATION ADDRESS

101 E. 6th Steet
Street

City

Benson 85602
City Zip

Is your organization designated as a Non-Profit?

No

PROJECT COORDINATOR

Greg Volker City Manager
Name Title

E-MAIL

gvolker@benzonaz.gov

PHONE

520-720-6316

SECONDARY PROJECT COORDINATOR

Mandy Konrad Administrative Assistant
Name Title

E-MAIL

mkonrad@benzonaz.gov

PHONE

520-720-6331

PROJECT INFORMATION

Provide nearest town/city to project location

Benson

CONGRESSIONAL DISTRICT

6

[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT

AZ LEGISLATIVE DISTRICT

19

[Legislative Districts](#)

If project crosses over more than 1 legislative district enter additional district here.

ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE

COUNTY

Cochise County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

The City of Benson proposes the construction of a new, fully accessible ramada at Lions Park to replace the aging structure built in the 1980s. Originally included in the 2023 LWCF grant, the ramada had to be removed due to rising construction costs, but remains essential to the park's long-term functionality. The project includes demolition of the outdated shelter and construction of a modern ramada capable of accommodating up to 100 guests. The new structure will feature durable materials, a light-colored heat-reflective roof, electrical service, and ADA-compliant design elements to ensure safety, comfort, and accessibility for all park users.

The ramada supports a wide range of community activities, providing a shaded gathering space for birthday parties, reunions, church functions, school groups, civic clubs, and nonprofit events. It is a key facility for summer camps and youth programs, offering a safe, cost-free location for arts & crafts, dance and music lessons, educational and recreational activities. The structure also serves as an important entertainment venue during events, including the annual 4th of July celebration where it hosts DJs, bands and performers throughout the day. Ramada use and reservations have increased significantly with the addition of the nearby splash pad, opened in 2024.

Replacing the deteriorating ramada ensures Lions Park continues to meet the needs of residents across all demographics, strengthening community engagement, expanding recreational and educational opportunities, and providing a sustainable, multigenerational gathering space that will benefit the public for decades to come.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail?

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Erection labor	1.00	Other	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00		
				\$10,000.00	\$0.00	\$10,000.00		

Equipment Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Steel Ramada 50x60x14	1.00	Other	\$38,200.00	\$38,200.00	\$0.00	\$38,200.00		
				\$38,200.00	\$0.00	\$38,200.00		

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-Kind	Total Grant Request	State Date	End Date
3000 sq. ft. Concrete Pad	1.00	Feet	\$18,000.00	\$18,000.00	\$0.00	\$18,000.00		
				\$18,000.00	\$0.00	\$18,000.00		

Parcel No.	Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
1	10	2020	100000	200000	100000	100000	2020	2025
2	20	2021	200000	400000	200000	200000	2021	2026
3	30	2022	300000	600000	300000	300000	2022	2027
4	40	2023	400000	800000	400000	400000	2023	2028
5	50	2024	500000	1000000	500000	500000	2024	2029

Scope #5 Engineering and Surveys

Engineering and Survey	Unit	Unit	Match/In-	Total Grant	State	End		
Costs Breakdown	Quantity	Type	Cost	Total	kind	Request	Date	Date

Scope Item #6 Other

Other Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
Contingency (10%)	1.00	Other	\$6,620.00	\$6,620.00	\$0.00	\$6,620.00		
				\$6,620.00	\$0.00	\$6,620.00		

Totals

Total Grant Request	\$72,820.00
Total Match/In-kind	\$0.00
Total Cost	\$72,820.00
Total Match Percentage	0.00%

Budget Notes

Budget Notes

Max 3000 Characters (Not required)

*LWCF/LRSP SCORING CRITERIA

Please select one of the following that best describes your project

Renovation of an Existing Facility
Max 3 Points

What impact will the project have on existing outdoor recreation opportunities?

Improves Existing Opportunity by Increasing Accessibility
Max 3 Points

Once awarded, how quickly can implementation of the project begin?

Within Three Months of Signed Agreement
Max 3 Points

Please provide justification for your response above

The City owns the project site at Lions Park, eliminating the need for land acquisition or lease approvals. Staff have extensive recent experience administering State Parks grants and moving projects forward promptly, as demonstrated by the rapid transition from Notice to Proceed to bidding and construction on the previous Lions Park improvement project.

The ramada project is straightforward, with demolition and construction activities that can begin as soon as contracts are executed. Required planning, scope development, and site assessments are already complete, allowing the City to mobilize quickly once funding is awarded.

(Limit 1000 Characters)

Will you be partnering with any other organization in order to complete the project?

Yes

Max 3 Points

If partnering with other agencies, what steps will be taken to build new and strengthen existing partnerships to provide a network that addresses community connections and recreation opportunities?

The City of Benson will lead the project and is not relying on formal partner agencies to complete construction of the new ramada at Lions Park. Because the City owns the property and manages all park operations, staff can oversee demolition, construction coordination, and project compliance internally. However, the City will continue to collaborate informally with local user groups, youth program providers, civic clubs, and event organizers who regularly utilize the park. These ongoing relationships help ensure the new ramada supports community needs, expands recreation opportunities, and strengthens existing connections by providing a safer, more functional gathering space for the many organizations that already rely on Lions Park.

(Limit 1000 Characters)

Please attach letter of support from partner organizations

[Heritage Grant - Ramada LOS.pdf](#)

*If working with more than one partner, please combine into one document before attaching. Sponsor will not be awarded points without providing letters of support.

Has the public been involved in the project development process?

No

Please describe any innovative solutions or best practices that were utilized during project development.

During development of the Lions Park ramada project, the City of Benson incorporated several best practices to ensure long-term functionality, sustainability, and accessibility. The design replaces an aging 1980s structure with a modern, ADA-compliant ramada using durable, low-maintenance materials and a heat-reflective roof to reduce thermal load and improve comfort. The City also applied lessons learned from recent park improvement projects, streamlining scope development to control costs after inflation impacts on prior grants. The project aligns industry-standard accessibility guidelines with community-driven programming needs, ensuring a versatile, multigenerational facility that will remain functional for decades.

Max 3 Points (Limit 1000 Characters)

Will the project directly connect to another trail or recreation facility?

Yes

Max 3 points

Please attach a map showing where connections will occur.

[Ramada Map.pdf](#)

Please explain how the site will be maintained once project is complete.

The City of Benson will maintain the new ramada as part of its regular park operations at Lions Park. Because the City owns the property and already maintains all park facilities, the ramada will be incorporated into existing maintenance schedules that include cleaning, inspections, repairs, and landscaping support. City Parks staff will ensure the structure remains clean, safe, and functional for daily use and community events. Routine monitoring and maintenance practices already in place for other park amenities will be extended to the new ramada to ensure long-term durability and public safety.

Max 3 Points (Limit 1000 Characters)

Please document what steps will be taken to ensure this and other public outdoor recreation facilities will be maintained.

The City of Benson will maintain the new ramada and all outdoor recreation facilities through established maintenance programs already in place for Lions Park. Public Works and Parks staff conduct routine inspections, cleaning, repairs, and landscaping, supported by contracted services as needed. The City follows long-term financial planning practices, including reserve policies that ensure adequate funding for maintenance and operational needs. These systems, combined with ongoing monitoring and code compliance efforts, ensure all park facilities remain safe, functional, and well-maintained for the community.

Max 15 Points (Limit 1000 Characters)

Explain how this project will improve access at this and existing facilities?

How will you continue to engage the community in order to address any concerns in regards to safety and access?

The project improves access by replacing the deteriorated 1980s ramada with a fully ADA-compliant structure featuring accessible routes, barrier-free gathering areas, durable materials, and a heat-reflective roof for comfort and safety. These enhancements ensure equitable use by seniors, individuals with mobility challenges, families, and youth program participants. By modernizing a key community space, the project expands inclusive access to existing park amenities and City-run programs. Community engagement will continue through public meetings, on-site signage, and outreach at local events. In addition, Lions Park is routinely patrolled day and night by the Benson Police Department and is further safeguarded through security camera monitoring, providing consistent and comprehensive safety oversight. Public feedback will be invited throughout the process to address any concerns about access or security.

Max 15 Points (Limit 1000 Characters)

Please detail how you will balance development of new and existing recreation opportunities, while at the same time conserving natural resources.

The project balances new recreation development with conservation by replacing, rather than expanding, an outdated structure within the existing Lions Park footprint. The new ramada uses durable, low-maintenance materials and a light-colored, heat-reflective roof to reduce heat absorption and long-term environmental impact. By upgrading an already-disturbed site, the project avoids additional impacts to natural areas while enhancing access and functionality for visitors. Community use is supported without increasing the park's environmental footprint. Ongoing maintenance practices, careful construction management, and continued collaboration with residents and user groups will ensure the ramada supports recreation needs while protecting natural resources and preserving the park's landscape for future generations.

Max 15 Points (Limit 1000 Characters)

LWCF Compliance
Are all LWCF funded projects free of any major issues?

Yes

Max 3 Points

Grant Management History

Please describe experience administering past grant awarded projects including the Land and Water Conservation Fund.

The City of Benson has extensive experience successfully administering state and federal park grants, including the Land and Water Conservation Fund (LWCF). For the recent Lions Park LWCF project, the City managed all stages of grant compliance: issuing public bids, evaluating four contractor responses, and awarding the project to M. Anderson Construction. Staff coordinated construction timelines, processed change orders, and completed federally required closeout documentation, including the final status report and reimbursement claims. The City also worked closely with Arizona State Parks staff throughout the project and navigated federal review and approval requirements. This experience, combined with established financial procedures and strong interdepartmental coordination, demonstrates the City's proven capacity to manage grants effectively from award through final completion.

(Limit 1000 Characters)

Have you attended a workshop in the past year? No
Max 2 points

Have matching funds been secured for this project? Yes
Max 4 Points

Please provide documentation of secured match. [Match Verification.pdf](#)

Is your project identified in any planning documents? Yes
Max 4 Points

Please attach and highlight project within an attached plan. [Planning Documents.pdf](#)

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

Projects must be shovel ready. **If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land

Owner/Manager(s)

City of Benson

City Manager Greg Volker

Director of Public Works/City Engineer Brad Hamilton

**Project Location, including
Township, Range and Section.**

Please include GPS Coordinates

Site: Lions Park

Address: 435 N Adams St, Benson, AZ 85602

GPS Coordinates: 31.9729° N, -110.3009° W

PLSS Description: Township 17 South, Range 20 East, Section 21

**Total project area in acres (or 0.07 Acres
total miles if trail)**

Project Description and Impacts:

**Please provide a description of
any surface and/or subsurface
impacts that are expected
during project implementation.**

The project will remove and replace an existing 50' × 60' ramada and its failing concrete foundation. Work includes demolition of the existing structure, removal of broken concrete, preparation and compaction of a new base, and installation of a new 4-inch concrete pad to support the replacement ramada. All impacts occur within the already developed recreation area. The project replaces an aging structure nearing the end of its service life.

Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project

Staging will occur in the existing parking lot and other developed park areas adjacent to the ramada. Construction traffic will use internal park roads, with no new disturbance required. After construction, the area will return to its current use and condition, serving the new ramada.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

The existing ground surface consists of a broken concrete foundation from the current ramada. No native soil or undisturbed ground exists within the project boundary.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist? No

Please provide a rationale for survey not being necessary (e.g. previously disturbed)

The project area is a fully developed portion of a city park.

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area? No

Are there National Register listed or eligible sites in the Project Area? No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?

No

Is your project area within or adjacent to a historic district?

No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination)

Combination (Hand tools and mechanized)

If using equipment you may use this space to provide short description

Type of equipment: Dump trucks, loaders, trackhoe/backhoe, telehandler, concrete trucks, and man lift.

The current ramada and concrete foundation will be demolished using a trackhoe and loaded into dump trucks for disposal. The area beneath the pad will be prepared with compacted base material, followed by pouring and finishing the new 4-inch concrete foundation. A new steel ramada structure will then be erected using a telehandler and man lift.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s) [Cultural Clearance Review Form Attachment.pdf](#)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments [Cultural Clearance Review Form Attachment.pdf](#)

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments [Cultural Clearance Review Form Attachment.pdf](#)

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo [Cultural Clearance Review Form Attachment.pdf](#)

ADDITIONAL DOCUMENTS [Cultural Clearance Review Form Attachment.pdf](#)

Upload additional surveys and any other documents related to cultural resources here

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1[Ramada Map 1.pdf](#)**Map Upload 2**[Ramada Map 2.pdf](#)

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos[Ramada Photo Journal.pdf](#)*** NEPA**

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area? Yes

Does the project have a determination of “may affect, likely to adversely affect”? No

Does the project involve any permanent easement or acquisition of right-of-way? No

Does the project involve construction in, across or adjacent to a body of water? No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

None.

Please attach[Arizona Game and Fish Environmental Review Tool](#)

report [project_report_city_benson_heritage__98590_101689_FINAL 2.pdf](#)

Please attach Official Species [IPaC_Explore Location resources.pdf](#)
List obtained through [US Fish](#)
[and Wildlife Service IPaC Tool](#).

*LAND MANAGER APPROVALS

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

Yes

Please attach documentation showing proof of ownership below.

[Lions Park Deeds.pdf](#)

* RESOLUTION

RESOLUTION

Is your organization a federal,
state, or tribal agency?

No

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

**CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor
Name) _____ HELD ON (Date) _____**

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

1. Approves the filing of an application for motorized or non-motorized assistance, and
2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and
3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and
4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and
5. If applicable, certifies that Project Sponsor has matching funds
6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No.

Project Sponsor Name

**Project Sponsor's Governing
Body (if different from Sponsor
Name)**

Project Title

Signed by

Date

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

**If you have a Completed or [RESOLUTION XX_Arizona Heritage Fund Ramada.pdf](#)
Draft Resolution, please upload
it here**

Risk Assessment

General

Is the organization new to managing state and/or federal funds? **No**

Is this program new for the agency? **Yes**

If yes, please explain

This particular program is new for the City of Benson. To our knowledge, the City has never previously applied for or received funding through the Arizona State Parks Heritage Fund - Local, Regional and State Park program. However, the City has received and successfully administered a Land and Water Conservation Fund (LWCF) grant for improvements at Lions Park.

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program? **No**

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)? **Yes**

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds? **Yes**

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements? **Yes**

Legal

Has the organization ever been suspended or debarred? **No**

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov ***[EntityInformation_20260422-164312.pdf](#)***

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing? **No**

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F? **No**

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report? **No**

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

The City of Benson has proactively planned and budgeted for the Lions Park Ramada Replacement Project, demonstrating strong financial stewardship and minimizing project-delivery risk. The full project cost has been incorporated into the City's FY 2026-2027 Grants Fund budget, which is publicly available in the April 13, 2026 Worksession Council Packet. This advance budgeting ensures that matching funds and all required financial resources are secured, reducing reliance on uncertain future appropriations and strengthening the City's capacity to complete the project on schedule.

The council packet can be accessed on the City of Benson website at the following link:
https://www.bensonaz.gov/government/city_council/agendas_minutes___public_notices.php#outer-3860sub-3862

Determination of Risk

Total Score 1

Overall Risk

*** CERTIFICATION**

Certification

Completed by Mandy M. Konrad Administrative Assistant
Name Title

Date 04/23/2026

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid.
Initial here MK

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application.
Initial here MK

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here ***MK***

Identify source of working capital and, if applicable, matching funds

Our organization has sufficient working capital and will provide all required matching funds for the project. The City is committed to meeting all financial obligations and will allocate funds through its approved budget process. The full project cost is already included in the FY 2026-2027 Grants Fund budget, ensuring matching funds and necessary resources are secured in advance.

I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here ***MK***

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B AMRRP Policies.pdf

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here ***MK***

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

**I acknowledge awareness of
and the responsibility to comply
with the Americans with
Disabilities Act requirements** **MK**

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

**If you do not have an objection, MK
initial here**

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
Letters of Support from Benson Hospital, Benson Unified School District, Arizona Pathways to Prosperity/Southeast Arizona, Southeast Arizona Economic Development Group/Benson Chamber	Heritage Grant - Ramada LOS.pdf	pdf	754 KB	04/28/2026 01:27 PM
These records track park reservations as logged by the Recreation Department, with the large ramada highlighted in yellow. The data reflects only scheduled reservations and does not include informal or walk-up use, which also contributes to overall use. Please notice, since the splash pad opened in 2024, demand for the ramada has increased sharply, and reservations have doubled as families and residents now frequently book the space for celebrations, gatherings, and events.	Park and Center Use Tracking.pdf	pdf	179 KB	04/28/2026 01:12 PM

2536 - San Luis East Community Park

Application Details

Funding Opportunity		Initial Submit Date	Apr 30, 2026 6:19 PM
1565-HERITAGE FUND - Local, Regional and State Park (LRSP) - FY26		Initially Submitted By	Humberto Arcos
Funding Opportunity Due Date	Apr 30, 2026 11:59 PM	Last Submit Date	
Program Area	Heritage Fund	Last Submitted By	
Status	Submitted	Contact Information	
Stage	Final Application		

Primary Contact Information

Active User	Yes
Type	External User
Name	Salutation Humberto Middle Name First Name
	Arcos
	Last Name
Title	Grants Coordinator
Email	harcos@sanluisaz.gov
Address	1090 Union Street
	P.O. Box 1170

Organization Information

Status	Approved
Name	San Luis, City of
Organization Type	Municipal Government
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	
https://app.az.gov or Help Desk @602-542-7600	
Remit Address is the address where Parks would send the payment to your agency.	

	San Luis	Arizona
	City	State/Province
85349		
Postal Code/Zip		
Phone	928-341-8584	2086
	Phone	Ext.
	###-###-####	
Fax	###-###-####	

The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.

ADDRESS CODE	REMITTANCE ADDRESS
SAM UEI #	
SAM Validation	
SAM Expiration Date	
SAM Exclusion Flag	
SAM Last Updated	
Organization Website	http://www.cityofsanluis.org
Address	P.O. Box 1170
County	San Luis City 85349 Postal Code/Zip
Phone	(928) 341-8584 Ext. ###-###-####
Fax	###-###-####
E-mail Address	scornelio@cityofsanluis.org

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?

Yes

AGENCY/ORGANIZATION ADDRESS

City of San Luis 1090 East Union Street
Street

City

San Luis 85349

City Zip

Is your organization designated as a Non-Profit?

No

PROJECT COORDINATOR

Angelica Roldan Parks & Recreation Director

Name Title

E-MAIL

aroldan@sanluisaz.gov

PHONE

928-509-3188

SECONDARY PROJECT COORDINATOR

Claudia Montoya Acting Parks & Recreation Assistant Director

Name Title

E-MAIL

cmontoya@sanluisaz.gov

PHONE

928-341-8538

PROJECT INFORMATION

Provide nearest town/city to project location

San Luis, AZ

CONGRESSIONAL DISTRICT

7

[Congressional Districts](#)

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT

AZ LEGISLATIVE DISTRICT

7

[Legislative Districts](#)

If project crosses over more than 1 legislative district enter additional district here.

ADDITIONAL LEGISLATIVE
DISTRICTS ENTER HERE

COUNTY Yuma County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?
This field is limited to 4,000 characters.

Brief Description of Project

East Community Park needs additional equipment that encourages individuals and families to gather, engage, and remain physically active. The addition of exercise equipment would provide accessible opportunities for community members of all ages to improve their physical health while also supporting mental well-being.
Investing in fitness equipment will help strengthen family connections by creating a shared space for healthy activities and recreation. Beyond the existing playgrounds for children, incorporating exercise stations will expand the park’s functionality and promote greater inclusivity, ensuring that people of diverse ages, abilities, and fitness levels can benefit from the space. Overall, this enhancement will contribute positively to the community by fostering a healthier, more connected, and more active environment.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail? No

Global Budget

Scope Item #1 Staff/Personnel Costs

Staff/Personnel Costs Breakdown	Quantity	Unit Type	Unit Cost	Total	Match/In-kind	Total Grant Request	State Date	End Date
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No Data for Table

Scope Item #2 Equipment/Materials

Equipment Costs Breakdown	Unit		Match/In-		Total Grant			
	Quantity	Type	Unit Cost	Total	kind	Request	State Date	End Date
ExoFit Shipping	1.00	Other	\$15,013.00	\$15,013.00	\$1,501.00	\$13,512.00	09/15/2026	11/10/2026
Exofit # Base Covers, Base Covers	26.00	Each	\$28.00	\$728.00	\$73.00	\$655.00	11/11/2026	12/31/2026
Exofit # BC-58, Bolt Covers for 5/8" (surface mount)	8.00	Each	\$7.00	\$56.00	\$6.00	\$50.00	11/11/2026	01/31/2026
Exofit # B, Fitness Bike MOUNT: BASED PLATED	2.00	Each	\$1,775.00	\$3,550.00	\$390.00	\$3,160.00	11/11/2026	01/31/2026
Exofit # DAPB II, Accessible Arm/Foot Wheel MOUNT: BASED PLATED	2.00	Each	\$2,795.00	\$5,590.00	\$559.00	\$5,031.00	11/11/2026	01/31/2026
Exofit # DTCS, Accessible Tai Chi Spinners MOUNT: BASE PLATED	2.00	Each	\$2,375.00	\$4,750.00	\$475.00	\$4,275.00	11/11/2026	01/31/2026
Exofit # 4 PC, 4 Person Combo MOUNT: BASED PLATED	2.00	Each	\$5,315.00	\$10,630.00	\$1,063.00	\$9,567.00	11/11/2026	01/31/2026
ExoFite # EP, ExoPod MOUNT: BASED PLATED	2.00	Each	\$23,790.00	\$47,580.00	\$4,758.00	\$42,822.00	11/11/2026	01/31/2026
Exofit # BE, Back Extension MOUNT: BASE PLATED	2.00	Each	\$1,950.00	\$3,900.00	\$390.00	\$3,510.00	11/11/2026	01/31/2026
			\$103,687.00	\$10,404.00	\$93,283.00			

Equipment Costs Breakdown	Unit		Match/In-		Total Grant			
	Quantity	Type	Unit Cost	Total	kind	Request	State Date	End Date
Exofit # DC II, Accessible Chest/Lat Combo MOUNT: BASE PLATED	2.00	Each	\$5,945.00	\$11,890.00	\$1,189.00	\$10,701.00	11/11/2026	01/31/2026
				\$103,687.00	\$10,404.00	\$93,283.00		

Scope Item #3 Construction

Construction Costs Breakdown	Quantity	Unit Type	Unit Cost	Unit Total	Match/In-Kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope Item #4 Land Acquisition

Parcel No.	Acreage	Estimated Date of Acquisition	Estimated Value of Land	Estimated Value of Improvements	Match In-Kind	Total Grant Request	State Date	End Date
No Data for Table								

Scope #5 Engineering and Surveys

Engineering and Survey Costs Breakdown	Unit	Unit	Match/In-	Total Grant	State	End
	Quantity	Type	Cost	Total	Request	Date
No Data for Table						

Scope Item #6 Other

Other Costs Breakdown	Unit	Unit	Match/In-	Total Grant	State	End
	Quantity	Type	Cost	Total	Request	Date
No Data for Table						

Totals

Total Grant Request	\$93,283.00
Total Match/In-kind	\$10,404.00
Total Cost	\$103,687.00
Total Match Percentage	10.03%

Budget Notes

Budget Notes

The City of San Luis is requesting the full \$100,000.00 allowable under the Heritage Fund Grant. The project budget has been adjusted to reflect the required 10% match, with all line items split between grant funds and matching funds to ensure compliance with program guidelines. The cost estimate is also attached to this application.

Max 3000 Characters (Not required)

***LWCF/LRSP SCORING CRITERIA**

Please select one of the following that best describes your project

Combination Renovation and Development

Max 3 Points

What impact will the project have on existing outdoor recreation opportunities?

Project Provides Entirely New Outdoor Recreation Opportunity

Max 3 Points

Once awarded, how quickly can implementation of the project begin?

Within Six Months of Signed Agreement

Max 3 Points

Please provide justification for your response above

Implementation can begin within three months of executing the grant agreement. The fitness equipment vendor provided a written quote indicating a delivery window of 4-8 weeks after the order is placed. This timeline allows the City of San Luis to finalize procurement, issue the purchase order upon award, and prepare installation area so work can begin as soon as the equipment arrives.

(Limit 1000 Characters)

Will you be partnering with any other organization in order to complete the project? No
Max 3 Points

Has the public been involved in the project development process? No

Please describe any innovative solutions or best practices that were utilized during project development.

The East Community park was developed using standard municipal best practices to ensure accuracy, feasibility, and alignment with community needs. Staff reviewed site conditions, confirmed project eligibility, and coordinated internally to verify budget, procurement requirements, and long term maintenance. The City of San Luis also incorporated vendor guidance to ensure equipment selections met safety, durability, and accessibility standards.
Max 3 Points (Limit 1000 Characters)

Will the project directly connect to another trail or recreation facility? Yes
Max 3 points

Please attach a map showing where connections will occur. [East Community Park Map .jpg](#)

Please explain how the site will be maintained once project is complete.

The East Community Park will be maintained by the City of San Luis Parks & Recreation Department as a part of its regular park operations. Staff will conduct routine inspections, cleaning, and safety checks of the fitness equipment, along with ongoing landscaping and grounds maintenance. The department's existing maintenance schedule and trained personnel ensure the equipment remains safe, functional, and accessible for the community over a long term.
Max 3 Points (Limit 1000 Characters)

Please document what steps will be taken to ensure this and other public outdoor recreation facilities will be maintained.

The City of San Luis ensures long term care of all public outdoor recreating facilities through a structured maintenance program managed by the Parks & Recreation Department. The staff will follow established schedules for inspections, cleaning, landscaping, and safety checks. Work orders are tracked

through the city's internal maintenance system to ensure timely repairs. This same system will be applied to all new fitness equipment ensuring consistent maintenance and safe reliable access for the community.

Max 15 Points (Limit 1000 Characters)

Explain how this project will improve access at this and existing facilities?

How will you continue to engage the community in order to address any concerns in regards to safety and access?

This project improves access by adding inclusive outdoor fitness equipment along the park's existing circulation paths. This gives residents of all ages and abilities more opportunities to be active close to home. The equipment expands the range of amenities available at the East Community Park and fortifies access to recreation for nearby neighborhoods that currently have limited options. The City of San Luis will continue to engage the community through bilingual outreach, public feedback, and on site observations to identify any safety and/or access concerns. The input gathered will guide adjustments to signage, lighting, or maintenance practices to ensure the park remains safe and accessible for all users.

Max 15 Points (Limit 1000 Characters)

Please detail how you will balance development of new and existing recreation opportunities, while at the same time conserving natural resources.

The City of San Luis balances new recreation development with conservation by placing the fitness equipment in an already disturbed area of East Community park. This avoids impacts to natural space and limits the ground disturbance. The project uses low impact installation and preserves existing vegetation and pathways.

Max 15 Points (Limit 1000 Characters)

LWCF Compliance

Yes

Are all LWCF funded projects free of any major issues?

Max 3 Points

Grant Management History

**Please describe experience
administering past grant
awarded projects including the
Land and Water Conservation
Fund.**

The City of San Luis has extensive experience managing state and federal grants for recreation, capital improvements, and community development. The City's Public Works Department has previously administered Land and Water Conservation FUND (LWCF) projects, providing direct experience with federal procurement, environmental review, SHPO coordination and long term compliance. The City staff have also managed grants through the ADOH including project involving equipment, procurement, construction, reimbursement processing and detailed financial reporting. The City of San Luis established procedures to ensure all grant funded projects are completed in compliance with state and federal requirement.

(Limit 1000 Characters)

**Have you attended a workshop
in the past year?** No
Max 2 points

**Have matching funds been
secured for this project?** No
Max 4 Points

**Is your project identified in any
planning documents?** No
Max 4 Points

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

Projects must be shovel ready. **If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land

Owner/Manager(s)

City of San Luis

**Project Location, including
Township, Range and Section.**

Please include GPS Coordinates

East Community Park

South Side of County 24th Street between Avenue E and Avenue F

San Luis, AZ 85349

32.47918237183996, -114.71234188374413

**Total project area in acres (or 17.82 Acres
total miles if trail)**

Project Description and Impacts:

**Please provide a description of
any surface and/or subsurface
impacts that are expected
during project implementation.**

The project will have minimal surface and subsurface impacts. The work is limited to installing outdoor fitness equipment within an already disturbed area of the San Luis East Community Park. The expected impacts include small surface level grading and shallow excavation for equipment footings. There will be no new utilities, trenching, or ground disturbing activities outside the defined installation area.

**Discuss both direct and indirect
impact areas, such as staging
areas and access routes that
will be used as part of the
project**

Direct impacts will be limited to the small area where the fitness equipment will be installed. This includes small surface grading and shallow excavation for equipment footings within an already disturbed portion of the San Luis East Community Park. Indirect impact areas, such as staging and access routes will use existing paved or maintained park pathways and parking areas. There will be no new access routes, or ground disturbance outside the defined project area. All East Community Park progress will continue to take place within the park area and avoid impact on undisturbed land.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

The ground surface within the project boundary is primarily loose sand and compacted sandy soil. The site has been previously graded and maintained for recreational use, with no intact native ground cover or undisturbed vegetation present.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist?

Unknown

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area?

No

Are there National Register listed or eligible sites in the Project Area?

No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area?

No

Is your project area within or adjacent to a historic district?

No

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination)

Combination (Hand tools and mechanized)

**If using equipment you may use
this space to provide short
description**

The project will use pre-manufactured outdoor fitness equipment designed for permanent installation in a park setting. The limited mechanized tools that may be used include a small auger drill to prepare shallow footing holes. No heavy machinery, grading equipment or large vehicles are expected.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s) [No Ground Disturbance.docx](#)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments [No Ground Disturbance.docx](#)

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments [No Ground Disturbance.docx](#)

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo [No Ground Disturbance.docx](#)

ADDITIONAL DOCUMENTS

**Upload additional surveys and
any other documents related to
cultural resources here**

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1 [2998_San_Luis_Master_Plan_A.pdf](#)

Map Upload 2 [East Community Park Map .jpg](#)

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos [Fitness Equipment.pdf](#)

*** NEPA**

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area?

No

Does the project involve any permanent easement or acquisition of right-of-way?

No

Does the project involve construction in, across or adjacent to a body of water?

No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

Not Applicable

Please attach

[Arizona Game and Fish Environmental Review Tool](#)

report [project_report_san_luis_east_community_par_98701_101811.pdf](#)

Please attach Official Species List obtained through [US Fish and Wildlife Service IPaC Tool](#).

[Species List_Arizona Ecological Services Field Office.pdf](#)

*LAND MANAGER APPROVALS

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

Yes

Please attach documentation showing proof of ownership below.

[City of San Luis Deeds of Trust Warranty Deed.pdf](#)

* **RESOLUTION**

RESOLUTION

**Is your organization a federal,
state, or tribal agency?** **No**

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

**CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor
Name)_____ HELD ON (Date) _____**

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

- 1. Approves the filing of an application for motorized or non-motorized assistance, and**
- 2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and**
- 3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and**
- 4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and**
- 5. If applicable, certifies that Project Sponsor has matching funds**
- 6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.**

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No.	####
Project Sponsor Name	City of San Luis
Project Sponsor's Governing Body (if different from Sponsor Name)	
Project Title	San Luis East Community Park
Signed by	(Pending) Mayor Riedel

Date

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

If you have a Completed or Draft Resolution, please upload it here [**City of San Luis SPHF Draft Resolution.docx**](#)

Risk Assessment

General

Is the organization new to managing state and/or federal funds?	No
--	-----------

Is this program new for the agency?	Yes
--	------------

If yes, please explain

This would be the first time the City of San Luis applies for funds specifically to the Heritage Funds.

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program?	No
--	-----------

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)?

Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds?

Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?

Yes

Legal

Has the organization ever been suspended or debarred?

No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

[20260430154743.pdf](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

Yes

If yes, please upload a copy of your most recent Single Audit report

[City of San Luis SA 25 Audit Report.pdf](#)

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

Determination of Risk

Total Score 2

Overall Risk

*** CERTIFICATION**

Certification

Completed by Humberto Arcos **Grant Coordinator**
Name **Title**

Date 04/30/2026

***I acknowledge and understand
that this grant program
operates on a reimbursement
basis. Reimbursement occurs
only after an expense is paid.
Initial here*** **HA**

***I acknowledge and understand
that our agency will comply
with all appropriate state and
federal regulations, policies,
guidelines, and requirements as
they relate to the application.
Initial here*** **HA**

***I acknowledge and understand
that our agency has the
required working capital and, if
applicable, matching funds for
each reimbursement and that
those matching funds are from
eligible sources. Initial here*** **HA**

***Identify source of working
capital and, if applicable,
matching funds***

The City of San Luis Parks & Recreation Department will use funds from their East Community Park- Continuation Budget with a total available of \$325,000.00.

***I acknowledge and understand
that our agency is required to
provide proof of liability
insurance. Initial here*** **HA**

***Please upload either proof of
insurance OR if insurance has
not been purchased yet, please
upload a quote showing
appropriate levels of insurance .***

Insurance requirements can be found in Part III, Section M of Attachment B

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here HA

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, (“ADA”) and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements HA

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here HA

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
Campe sinos Sin Fronteras - Non- Profit Letter of Support	LOS_CSF_City of San Luis_Arizona State Parks and Trails Heritage Grant.pdf	pdf	114 KB	04/30/2026 04:04 PM

Description	File Name	Type	Size	Upload Date
Daveband Associates Inc. Cost Estimate of Fitness Equipment	AZ141565 - City of San Luis - San Luis Community Park Fitness.pdf	pdf	521 KB	04/29/2026 04:58 PM
Letter of Support City of San Luis Mayor Mayor Nieves Riedel	East Community Park Letter of Support - Mayor Riedel.pdf	pdf	1 MB	04/29/2026 04:28 PM
Letter of Support Economic Development Commission Member Linda Padilla	LP Letter of Support.pdf	pdf	20 KB	04/29/2026 02:38 PM

Application Details

Contact Information

Phone

	Prescott	Arizona
	City	State/Province
County	86314-	
	Postal Code/Zip	
Phone	(928) 777-1121	Ext.
	###-###-####	
Fax	###-###-####	
E-mail Address	drussell@pvaz.net	

SECTION I. GRANT APPLICATION

E-MAIL irhodes@prescottvalley-az.gov

PROJECT INFORMATION

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT

If project crosses over more than 1 legislative district enter additional district here.

ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE

COUNTY Yavapai County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

The Town of Prescott Valley is requesting \$108,500 to purchase an off-highway vehicle (OHV), law enforcement equipment, and personal protective equipment (PPE) to improve patrols and emergency response within the Town's trail system, public lands, and designated off-road recreation areas. The project will enhance officers' ability to safely access areas that are inaccessible or unsuitable for standard patrol vehicles.

Currently, officers responding to illegal off-road vehicle activity, resource damage, trespassing, reckless operation, abandoned vehicles, illegal dumping, suspicious activity, and other criminal incidents must use standard patrol vehicles on rough terrain. This results in unnecessary damage to police vehicles, delays emergency response, and limits officers' ability to effectively patrol and protect these areas.

Grant funding will be used to purchase an enclosed cab OHV with law enforcement modifications (\$60,000), PPE for 18 officers, including helmets, gloves, knee and elbow pads, and goggles (\$18,000), a law enforcement lighting package (\$12,000), a law enforcement communications package (\$8,000), law enforcement vehicle branding and graphics (\$4,500), and an OHV recovery kit containing tow straps, rechargeable battery starter, recovery boards, fuel and water cans, and other recovery equipment (\$6,000).

The project will support proactive patrols throughout Prescott Valley's trail network, open space, and other OHV-accessible areas where law enforcement services are needed. The proposed equipment will improve officer safety, increase patrol capabilities, reduce wear and damage to municipal vehicles, strengthen the department's ability to protect natural resources and recreational areas, improve emergency response times, deter unlawful activity through increased visibility, and enhance public safety through enforcement, education, and outreach.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail? No

Master Budget

Land Acquisition

Estimated Value of Land	Match In-Kind	Total Grant Request
No Data for Table		

Architectural and Engineering Fees

Architectural and Engineering Fees Breakdown	Total	Match/In-kind	Total Grant Request
No Data for Table			

Demolition and Removal

Demolition and Removal Costs Breakdown	Total	Match/In-Kind	Total Grant Request
No Data for Table			

Construction/Installation

Construction Costs Breakdown	Total	Match/In-kind	Total Grant Request
No Data for Table			

Equipment and Supplies

Equipment and Supplies Costs Breakdown	Total	Match/In-kind	Total Grant Request
Enclosed Cab OHV with modification (brush guard, skid plates, and lighting)	\$60,000.00	\$0.00	\$60,000.00
Officer PPE X18 Officers (Helmets, gloves, knee & elbow pads, googles etc.)	\$18,000.00	\$0.00	\$18,000.00
LE Lighting Package (shipping, tax, and install)	\$12,000.00	\$0.00	\$12,000.00
LE Communication Package (Tax, shipping, and install)	\$8,000.00	\$0.00	\$8,000.00
LE Branding Package (Decals/Wrap, shipping, tax, and install etc.)	\$4,500.00	\$0.00	\$4,500.00
OHV Recovery Kit (tow straps, rechargeable battery starter, recovery boards, fuel & water cans etc.)	\$6,000.00	\$0.00	\$6,000.00
	\$108,500.00	\$0.00	\$108,500.00

Personnel and Miscellaneous

Other Costs Breakdown	Total	Match/In-kind	Total Grant Request
No Data for Table			

Totals

Total Grant Request	\$108,500.00
Total Match/In-kind	\$0.00
Total Cost	\$108,500.00
Total Match Percentage	0.00%

Budget Notes

Budget Notes

Grant funds totaling \$108,500 will be used to purchase equipment necessary to establish and safely operate a dedicated off-highway vehicle (OHV) law enforcement patrol unit for the Town of Prescott Valley Police Department.

Enclosed Cab OHV with Law Enforcement Modifications - \$60,000: Funds will purchase one enclosed cab OHV equipped with a brush guard, skid plates, emergency lighting, and other law enforcement modifications. The OHV will enable officers to safely patrol trails, public lands, and other rugged terrain that cannot be effectively accessed by standard patrol vehicles.

Officer Personal Protective Equipment - \$18,000: Funds will purchase PPE for 18 officers, including helmets, gloves, knee and elbow pads, goggles, and other protective equipment necessary to safely conduct OHV patrols and enforcement operations.

Law Enforcement Lighting Package - \$12,000: Funds will provide emergency warning lights, scene lighting, installation, shipping, and applicable taxes to ensure the OHV is highly visible during emergency response, patrol, and enforcement activities.

Law Enforcement Communications Package - \$8,000: Funds will purchase and install law enforcement communication equipment that allows officers operating the OHV to maintain reliable communication with dispatch and responding personnel during routine patrols and emergency incidents.

Law Enforcement Branding Package - \$4,500: Funds will purchase vehicle decals, graphics, and identification markings, including installation, shipping, and taxes, to clearly identify the OHV as an official Prescott Valley Police Department law enforcement vehicle.

OHV Recovery Kit - \$6,000: Funds will purchase essential recovery and emergency equipment, including tow straps, recovery boards, a rechargeable battery starter, fuel and water cans, and other recovery supplies necessary to safely operate the OHV in remote and rugged environments.

All requested items are directly related to the proposed project and are necessary to improve officer safety, increase patrol capabilities, enhance emergency response, and protect the Town's trail system, public lands, and off-road recreation areas. No matching funds are required for this project.

Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails?	No
Will funds be used to develop signage, maps, and educational materials?	No
Will funds be used to promote safe and responsible recreation through education and enforcement?	Yes

Please Explain

The requested off-highway vehicle will enable PVPD officers to safely patrol trails and off-road recreation areas that are inaccessible to standard patrol vehicles. Officers will use the OHV to educate riders on applicable laws and safety practices, enforce Arizona OHV regulations, address unsafe or illegal behavior, and increase law enforcement visibility in high-use recreation areas. Increased patrols will promote responsible recreation, improve public safety, and encourage compliance with trail regulations.	
Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities?	No
Will funds be used to obtain land for trails or trail access?	No
Will funds be used to develop or improve accessible trails or facilities?	No
Will funds be used to develop trail management plans addressing changing conditions?	No

Will funds be used to complete all cultural clearance and compliance?	No
Will funds be used to create a memorable visitor experience to support trail stewardship?	No
Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites?	No
Has your organization previously received grant funds from Arizona State Parks and Trails?	No
If awarded, how quickly can implementation of the project begin?	Within Three Months of Signed Agreement

Please justify your response to your project's shovel-readiness.

The project is shovel-ready because the PVPD has already identified the equipment needed and is prepared to begin procurement immediately upon award. Once the OHV is received, equipped, and placed into service, officers can begin proactive patrols of trails and off-road recreation areas. Currently, patrols in these areas are limited because standard patrol vehicles are not designed for rugged terrain and have sustained damage when attempting to access remote locations. As a result, officers often respond only after incidents have been reported, if the area is accessible. The requested OHV will provide safe, reliable access to these locations, allowing officers to conduct proactive enforcement, educate recreationists, deter illegal activity, and respond more quickly to emergencies and violations. No construction, permitting, or environmental review is required, allowing implementation to begin immediately following equipment acquisition

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).

If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

Projects must be shovel ready. *"If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land Owner/Manager(s)

Town of Prescott Valley; Fain Land & Cattle Company (Fain Signature Group), where law enforcement access is authorized.

Project Location, including Township, Range and Section.

Please include GPS Coordinates

Township: T14N Range: R2W. Prescott Valley (PV), Yavapai County, Arizona. The OHV will primarily be used for law enforcement patrols on Town of PV-owned open space and Fain property (Parcel No. 103-08-0502) within and adjacent to the Town of PV. Patrols will occur on designated OHV routes, trails, and undeveloped areas as needed for law enforcement response. GPS Coordinates (approximate center of project area): 34.610° N, -112

Total project area in acres (or total miles if trail) 26000.00 Acres

Project Description and Impacts:

Please provide a description of any surface and/or subsurface impacts that are expected during project implementation.

No surface or subsurface impacts are anticipated as part of this project. Grant funds will be used solely for the purchase and deployment of an off-highway vehicle for law enforcement patrols. The project does not include construction, grading, excavation, trail development, vegetation removal, or any other ground-disturbing activities. The vehicle will operate on existing roads, designated OHV routes, trails, and previously disturbed areas in accordance with applicable land management regulations.

Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project

The project consists solely of the purchase and deployment of an off-highway vehicle for law enforcement patrol operations. No construction, excavation, grading, staging areas, or temporary access routes are required to implement the project. The vehicle will be stored at the Prescott Valley Police Department and deployed via existing public roadways and authorized access points to patrol Town of Prescott Valley property and approved Fain property. Patrol operations will utilize existing roads, designated OHV routes, trails, and previously disturbed areas. No new access routes will be created, and no direct or indirect impacts to surrounding lands are anticipated as a result of project implementation.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

The project area consists of a combination of developed and undeveloped lands. Ground conditions include existing paved roadways, gravel roads, designated OHV routes, established trails, previously disturbed areas, and natural desert terrain with native vegetation. Portions of the project area have been graded or otherwise disturbed through previous roadway, utility, recreational, or development activities, while other areas remain in a largely natural condition. The project does not include any new ground disturbance or modifications to existing surface conditions. The OHV will operate only on existing roads, authorized OHV routes, trails, and previously established access corridors.

Has the project area been previously surveyed for cultural resources by a qualified archaeologist? No

Please provide a rationale for survey not being necessary (e.g. previously disturbed)

A cultural resources survey is not necessary because the project consists solely of the purchase and operation of an off-highway vehicle for law enforcement patrols. The project does not involve construction, excavation, grading, vegetation removal, trail construction, or any other ground-disturbing activities. The OHV will operate on existing public roads, established access roads, designated OHV routes, and existing trails within Town of Prescott Valley property and authorized private property. As no new surface disturbance or subsurface impacts will occur, the project is not expected to affect cultural resources.

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area? Yes

Are there National Register listed or eligible sites in the Project Area? Yes

Will the project affect any National Register listed or eligible sites? No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area? Yes

Is your project area within or adjacent to a historic district? Yes

Name of district Lynx Creek Historic District

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination) Mechanized Equipment

If using equipment you may use this space to provide short description

One off-highway vehicle will be used for law enforcement patrols on existing roads, designated OHV routes, and established trails. No construction equipment or hand tools will be used, and no ground-disturbing activities are proposed.

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

ADDITIONAL DOCUMENTS Upload additional surveys and any other documents related to cultural resources here

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1

Maps_PV.pdf

Map Upload 2

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos

Photos.docx

* NEPA

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area?

Yes

Does the project have a determination of “may affect, likely to adversely affect”?

No

Does the project involve any permanent easement or acquisition of right-of-way?

No

Does the project involve construction in, across or adjacent to a body of water?

No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

No additional permits are anticipated. The project is operational in nature and does not involve construction, ground disturbance, land acquisition, or other activities requiring environmental or development permits. Any required OHV registration or agency approvals will be completed prior to deployment.

Please attach

Arizona Game and Fish Environmental Review Tool report

Updated - project_report_prescott_valley_police_depa_93308_99000.pdf

Please attach Official Species List obtained through US Fish and Wildlife Service IPaC Tool.

Species Results - project_results_prescott_valley_police_dep_93308_96180.csv

*CONTROL/LAND MANAGER APPROVAL

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

Yes

Please attach documentation showing proof of ownership below.

Proof of Town Ownership.pdf

* RESOLUTION

RESOLUTION

Is your organization a federal, state, or tribal agency?

No

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor Name) _____ HELD ON (Date) _____

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

1. Approves the filing of an application for motorized or non-motorized assistance, and

2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and

3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and

4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and

5. If applicable, certifies that Project Sponsor has matching funds

6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No.

Project Sponsor Name

Project Sponsor's Governing Body (if different from Sponsor Name)

Project Title

Signed by

Date

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

If you have a Completed or Draft Resolution, please upload it here

Resolution.pdf

Risk Assessment

General

Is the organization new to managing state and/or federal funds?

No

Is this program new for the agency?

Yes

If yes, please explain

Yes. While the PVPD currently responds to incidents occurring on trails and in off-road recreation areas, it does not have a dedicated off-highway vehicle (OHV) enforcement program or specialized equipment to conduct proactive patrols. The requested funding will establish the department's first dedicated OHV enforcement capability, allowing officers to routinely patrol areas that are currently difficult or impossible to access with standard patrol vehicles. This program will improve public safety, promote responsible OHV recreation, protect natural resources

through proactive enforcement and education, and enhance the department's ability to respond to emergencies in remote areas.

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program?

No

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)?

Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds?

Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements?

Yes

Legal

Has the organization ever been suspended or debarred?

No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

[PVPD SAM.Gov.pdf](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

No

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

Determination of Risk

Total Score

1

Overall Risk

* CERTIFICATION

Certification

Completed by

Isabella Rhodes Grant Coordinator

Name Title

Date

07/20/2026

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here

IR

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here

IR

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here

IR

Identify source of working capital and, if applicable, matching funds

The Prescott Valley Police Department's operating budget will serve as the source of working capital for this project. Grant expenditures will be paid by the department in accordance with Town of Prescott Valley procurement and financial policies. Reimbursement will be requested from Arizona State Parks and Trails as provided under the grant agreement.

I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here

IR

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B
[2024-2025 Certificate of Insurance.pdf](#)

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here

IR

ISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 PL. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, ("ADA") and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to
comply with the Americans with Disabilities Act
requirements

IR

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here

IR

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

* ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
Fain Letter of Land Access and Project Support	Fain Letter of Land Access and Project Support.pdf	pdf	59 KB	08/03/2026 03:41 PM
Letter of support from Central Arizona Fire & Medical Authority	CAFMA Letter of Support - PVPD OHV.pdf	pdf	154 KB	07/14/2026 02:58 PM
Letter of support from Prescott Police Department	Prescott Pd Letter of Support for SxS.pdf	pdf	195 KB	07/14/2026 02:59 PM
Yavapai County Sheriff's Office Letter of Support	YCSO_PVPD Letter of Support.pdf	pdf	138 KB	07/16/2026 02:20 PM

2944 - Wildcat OHV Staging Area Improvements

Application Details

Funding Opportunity	2910-OFF-HIGHWAY VEHICLE RECREATION FUND - FY27	Initial Submit Date	Aug 5, 2026 4:23 PM
Funding Opportunity Due Date	Aug 5, 2026 11:59 PM	Initially Submitted By	CJ Whitted
Program Area	Off-Highway Vehicle Recreation Fund	Last Submit Date	
Status	Under Review	Last Submitted By	
Stage	Final Application	Contact Information	

Primary Contact Information

Active User	Yes
Type	External User
Name	Salutation CJ Middle Name Whitted First Name Last Name
Title	Tonto Program Coordinator
Email	cwhitted@nationalforests.org
Address	9247 W Tonto Rim Dr
Phone	Pine Arizona 85544 City State/Province Postal Code/Zip 602-556-2461 Ext. Phone ###-###-####
Fax	###-###-####

Organization Information

Status	Approved
Name	National Forest Foundation
Organization Type	Non-Profit
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	IV0000011458 https://app.az.gov or Help Desk @602-542-7600
Remit Address is the address where Parks would send the payment to your agency. The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.	
ADDRESS CODE	REMITTANCE ADDRESS
SAM UEI #	
SAM Validation	
SAM Expiration Date	
SAM Exclusion Flag	
SAM Last Updated	
Organization Website	http://nationalforests.org
Address	27 Fort Missoula Road, Suite 3

City	Missoula Montana City State/Province
County	59804-7212 Postal Code/Zip
Phone	(720) 749-9008 Ext. ###-###-####
Fax	###-###-####
E-mail Address	rdavidson@nationalforests.org

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?	Yes
AGENCY/ORGANIZATION ADDRESS	27 Fort Missoula Rd. Ste 3 Street
City	Missoula 59804 City Zip
Is your organization designated as a Non-Profit?	Yes
If designated as a non-profit, please upload IRS determination letter evidencing tax status	NFF IRS 501c3 Confirmation of Determination Letter 2023-01-27.pdf
PROJECT COORDINATOR	CJ Whitted Tonto Program Coordinator Name Title
E-MAIL	cwhitted@nationalforests.org
PHONE	602-556-2461
SECONDARY PROJECT COORDINATOR	Jeny Davis Arizona Program Manager Name Title
E-MAIL	jdavis@nationalforests.org
PHONE	602-919-3587

PROJECT INFORMATION

Provide nearest town/city to project location	Cave Creek
CONGRESSIONAL DISTRICT	AZ-1 Congressional Districts
If project crosses over more than 1 congressional district enter additional district here.	
ADDITIONAL CONGRESSIONAL DISTRICT	
AZ LEGISLATIVE DISTRICT	LD-3 Legislative Districts
If project crosses over more than 1 legislative district enter additional district here.	
ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE	
COUNTY	Maricopa County

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?
This field is limited to 4,000 characters.

Brief Description of Project

The Wildcat Staging Area is located on the Cave Creek Ranger District in the Tonto National Forest (TNF) and serves as the primary access point to more than 150 miles of designated motorized trails within the Desert Vista (DV) OHV Permit Zone, with direct connectivity to an additional 50+ miles in the St. Clair OHV Permit Zone. As one of the Forest's most heavily used OHV staging areas, Wildcat experiences high visitation but currently lacks the infrastructure, organization, and educational amenities needed to safely and sustainably accommodate riders. Grant funding will support the implementation of approved Wildcat Staging Area improvements found in the TNF's DV Improvement Plan. The project components can be prioritized, modified, or implemented in phases to align with available funding and project needs while maintaining the overall project objectives. Grant funding will support the following project components:

- Procure professional design and engineering services to produce construction ready documents for the parking area, tot lot, and skills area.
 - Grade existing parking area (~1.5 ac) and treat with hardened aggregate to reduce dust and control erosion. Use boulders, landscaping, or minimalist traffic control devices to create an organized parking layout
 - Construct a dirt bike tot lot (~1 ac) for new, younger riders to practice on one of two loops. Area will be enclosed with pipe rail and one entry/exit point
 - Construct a dirt bike skills area (~2 ac) that utilizes manufactured features such as rocks, logs, chunks of concrete, culvert, etc. to ride over. Features will be creatively placed along a course within an enclosed area for riders to practice their skills on

2. Designate up to 2.7 mi of single-track route in the immediate vicinity of the parking area to serve as learner loops. Trails will be a mix of adopted existing social routes and new construction
3. Install information kiosks and signage for the parking, tot lot, and skills areas
4. Install trail signage along learner loops and all trails that enter/exit the Wildcat footprint to ensure users are easily able to understand how to access the various opportunities in the area. Install width restrictors and barriers at the beginning of ST and <60" trails as needed
5. Decommission and rehabilitate unsustainable social routes in the immediate vicinity of Wildcat
6. Install user amenities such as picnic tables, trash cans, and ramadas
7. Install 4.5 miles of t-post and wire fencing along Bartlett Dam Road and the western border of the Wildcat OHV Staging Area to discourage the creation of additional unauthorized routes and promote resource protection
- Several key components of the Wildcat Staging Area have already been completed or are underway, including installation of a vault restroom, two informational kiosks, pipe rail fencing, and trash service. Additional accomplishments include erosion control improvements, completion of the heritage and NEPA clearance for the entire project footprint, decommissioning and rehabilitation of approximately 2 miles of unauthorized social routes, and updated signage throughout the OHV area (ongoing).

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail?

Yes

Master Budget

Land Acquisition			
	Estimated Value of Land	Match In-Kind	Total Grant Request
No Data for Table			

Architectural and Engineering Fees

Architectural and Engineering Fees Breakdown	Total	Match/In-kind	Total Grant Request
Staging Area Design, Engineering, and Construction Administration (Parking, Access Rd, Amenities)	\$175,000.00	\$0.00	\$175,000.00
Trail Design, Engineering, and Construction Administration (Tot Lot, Learner Loops, Skills Area)	\$75,000.00	\$0.00	\$75,000.00
	\$250,000.00	\$0.00	\$250,000.00

Demolition and Removal

Demolition and Removal Costs Breakdown	Total	Match/In-Kind	Total Grant Request
No Data for Table			

Construction/Installation

Construction Costs Breakdown	Total	Match/In-kind	Total Grant Request
Staging Area Construction (Parking, Access Road, Hardening)	\$470,000.00	\$0.00	\$470,000.00
Trail Construction (Tot Lot, Learner Loop, Skills Area)	\$275,000.00	\$25,000.00	\$250,000.00
Decommission of user created routes	\$40,000.00	\$0.00	\$40,000.00
Trail Maintenance	\$60,000.00	\$0.00	\$60,000.00
1 x 4-panel Kiosk (Main Staging Area) and 2 x 2-panel kiosk (Tot Lot and Skills Area) installation	\$5,000.00	\$0.00	\$5,000.00
	\$850,000.00	\$25,000.00	\$825,000.00

Equipment and Supplies

Equipment and Supplies Costs Breakdown	Total	Match/In-kind	Total Grant Request
Fiberglass markers, U-Channel, decals	\$10,000.00	\$10,000.00	\$0.00
Signage (education, maps, route guidance, staging and learning area, graphic design, etc.)	\$30,000.00	\$10,000.00	\$20,000.00
4-panel Kiosk w/ roof, Main Staging Area (materials)	\$10,000.00	\$0.00	\$10,000.00
2-panel Kiosk w/ roof, Tot Lot & Skills Area (materials) x 2	\$10,000.00	\$0.00	\$10,000.00
Ramadas (15'x15') (Base, slab, tax, shipping, and installation) x 3	\$80,000.00	\$0.00	\$80,000.00
Picnic Tables (tax, shipping, and installation) x 6	\$20,000.00	\$0.00	\$20,000.00
Pipe (fencing, width restrictors, and shipping)	\$60,000.00	\$10,000.00	\$50,000.00
Rock (boulders, rip rap, and delivery)	\$60,000.00	\$10,000.00	\$50,000.00
Animal Resistant Trash Cans	\$7,000.00	\$7,000.00	\$0.00
Fencing Materials (T-post, angle iron, wire, clips, stays)	\$20,000.00	\$10,000.00	\$10,000.00
Trees	\$25,000.00	\$10,000.00	\$15,000.00
Seed	\$10,000.00	\$10,000.00	\$0.00
Erosion Control Wattles and Blankets	\$7,500.00	\$0.00	\$7,500.00
FS Skid Steer (50 hrs)	\$2,261.50	\$2,261.50	\$0.00
FS Trail Dozer (240 hrs)	\$14,467.20	\$14,467.20	\$0.00
FS Swing Gates x 2	\$8,000.00	\$8,000.00	\$0.00
Portal Sign	\$20,000.00	\$20,000.00	\$0.00
	\$394,228.70	\$121,728.70	\$272,500.00

Personnel and Miscellaneous

Other Costs Breakdown	Total	Match/In-kind	Total Grant Request
Tonto Program Coordinator (\$60/hr x 8hrs/day x 140 days) - primary project manager	\$67,200.00	\$9,600.00	\$57,600.00
Arizona Program Manager (\$70/hr x 8hrs/day x 96 days) - supporting project manager	\$53,760.00	\$0.00	\$53,760.00
Southwest Watershed Coordinator (67 cents/mile x ~90 miles roundtrip x 12 visits)	\$723.60	\$0.00	\$723.60
Arizona Program Manager Mileage (67 cents/mile x ~90 miles roundtrip x 12 visits)	\$723.60	\$0.00	\$723.60
Tonto Program Coordinator Mileage (67 cents/mile x ~192 miles roundtrip x 40 visits)	\$5,132.80	\$0.00	\$5,132.80
Southwest Watershed Coordinator (\$60/hr x 8hrs/day x 72 days) - field support	\$34,560.00	\$0.00	\$34,560.00
FS GS-11 Staff Time (\$54.09/hr x 120 hrs x 2.5 yrs)	\$16,227.00	\$16,227.00	\$0.00
FS GS-9 Staff Time (\$42.03/hr x 10 hrs x 2.5 yrs)	\$1,050.75	\$1,050.75	\$0.00
FS GS-7 Staff Time (\$34.36/hr x 80 hrs x 2.5 yrs)	\$6,872.00	\$6,872.00	\$0.00
FS GS-5 Staff Time (\$27.74/hr x 80 hrs x 2.5 yrs)	\$5,548.00	\$5,548.00	\$0.00
Volunteer Time (\$35.27 x 600 hours x 2.5 yrs)	\$52,905.00	\$52,905.00	\$0.00
	\$244,702.75	\$92,202.75	\$152,500.00

Totals

Total Grant Request	\$1,500,000.00
Total Match/In-kind	\$238,931.45
Total Cost	\$1,738,931.45

Total Match Percentage13.74%

Budget Notes

Budget Notes

Below is a more detailed summary of how the staff listed in the Miscellaneous category support the overall project and objectives.

Tonto Program Coordinator
Primary project manager, partner coordination, procurement, contracting and contractor oversight, volunteer day support

Arizona Program Manager
Supporting project manager, procurement, partner coordination, volunteer day support

Southwest Watershed Coordinator
Supporting implementation staff, contractor oversight, and volunteer day support

FS GS-11 Staff Time
Trail dozer and skid steer operation, volunteer day planning and implementation, supply ordering, design and construction coordination, fence gate, and horse stepover installation.

FS GS-9 Staff Time
Volunteer day implementation

FS GS-7 Staff Time
Trail dozer and skid steer operation, volunteer day implementation, fence, gate, and horse stepover installation. Signage installation.

FS GS-5 Staff Time
Trail dozer and skid steer operation, volunteer day implementation, fence, gate, and horse stepover installation. Signage installation.

Volunteer Time (\$35.27 x 600 hours x 2.5 yrs)
Seeding and tree planting in decommissioned user made routes and follow-up watering. Signage installation.

Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails?

Yes

Please Explain

Yes. Funds will support the designation and improvement of up to 2.7 miles of single-track route in the immediate vicinity of the parking area to serve as learner loops. Trails will be a combination of adopted existing social routes and new construction and will be improved to National Quality Trail Standards (Forest Service Handbook 2353.15) ensuring sustainability and rider safety. Funds will also be used for the maintenance of existing motorized trails in the immediate vicinity of Wildcat that are used for ingress/egress to the staging areas. This maintenance will primarily consist of regrading existing tread and hardening erosion issues with rock.

Will funds be used to develop signage, maps, and educational materials?

Yes

Please Explain

Yes. Funds will support the installation of informational kiosks, trail wayfinding signs, and route markers throughout Wildcat Staging Area. Kiosk panels will provide maps, general area information, responsible OHV use information, permit information, Tread Lightly! Principles, watershed protection messaging, and QR codes linking visitors to additional riding opportunities in Arizona. Trail signage and route markers will improve navigation, direct users to designated areas like the tot lot and skills area and encourage riders to remain on designated routes. The Tonto will also update their OHV Permit information to inform users of the new investment and opportunities at Wildcat.

Will funds be used to promote safe and responsible recreation through education and enforcement?

Yes

Please Explain

Yes. Funds will promote safe and responsible OHV recreation through education rather than enforcement. It provides a progression of dedicated learning opportunities that allow riders to develop and apply skills before entering the broader trail system. The tot lot offers a controlled environment where new and younger riders can build fundamental riding skills. The skills area allows riders to practice techniques and navigate obstacles commonly encountered on the trail, while the learner loops provide short, designated trail experiences where riders can apply those skills in a low-risk setting close to the staging area. Together with informational kiosks and trail signage, these opportunities build rider confidence, encourage responsible trail etiquette, improve visitor safety, and help reduce impacts to natural resources.

Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities?

Yes

Please Explain

Yes. Funds will be used to support the design and construction of up to 2.7 miles of sustainable learner loops that consist of both newly constructed trail segments and the formalization and improvements of selected existing social routes. While the project does not create connections between communities, it strengthens connectivity between the Wildcat Staging Area and the existing Desert Vista OHV trail system.

Will funds be used to obtain land for trails or trail access?

No

Will funds be used to develop or improve accessible trails or facilities?

Yes

Please Explain

Yes, the staging area will include an accessible bathroom, at least one ramada, and picnic table.

Will funds be used to develop trail management plans addressing changing conditions?

Yes

Please Explain

Yes. The Desert Vista Environmental Assessment laid out conceptual learner's loop trails. Since then, the usage footprint in the area has changed and there has been a proliferation of user created trails. Part of this funding will support a trail design specialist to assist with updating the learner loops to best utilize these existing user routes and minimize further resource degradation.

Will funds be used to complete environmental or cultural clearance and compliance?

No

Will funds be used to create a memorable visitor experience to support trail stewardship?

Yes

Please Explain

Yes. Funds will be used to transform the Wildcat Staging Area into a welcoming recreation hub by providing organized parking, a tot lot, skills area, learner loops, informational kiosks, trail signage, and other amenities. These improvements create a safer and more enjoyable visitor experience while promoting responsible OHV recreation, rider education, and long-term stewardship of the Desert Vista trail system

Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites?

Yes

Please Explain

Yes. Funds will be used to prevent impacts to sensitive environmental and cultural sites by rehabilitating unauthorized social routes, concentrating recreation on designated sustainable trails, installing barriers and educational signage to discourage off-route travel, and reducing erosion through trail and staging area improvements. The TNF has already begun work on route rehabilitation on over 2 miles of unsustainable or redundant user created routes in the immediate Wildcat Area. Funds will be used to further this work by rehabbing user created routes in the Wildcat footprint.

Has your organization previously received grant funds from Arizona State Parks and Trails?

Yes

Please Explain

Yes. The National Forest Foundation has successfully received and managed funding through Arizona State Parks and Trails grant programs, including the Recreational Trails Program (RTP). While this is NFF's first application to the Off-Highway Vehicle Recreation Fund, the organization has experience administering ASPT-funded projects and coordinating implementation with land management partners.

If awarded, how quickly can implementation of the project begin?

Within Three Months of Signed Agreement

Please justify your response to your project's shovel-readiness.

The Wildcat Staging Area project is highly shovel-ready. Environmental review under NEPA has been completed, a Decision Notice has been signed, and the required cultural resource review has been completed. Some implementation activities have already been completed, including installation of the vault toilet, portions of the pipe rail fencing, and initial trail closures and rehabilitation of unauthorized routes. The established partnership between the National Forest Foundation and Tonto National Forest,

combined with these early accomplishments, demonstrates project momentum and a strong foundation for project advancement. Grant funding will allow the project to advance directly into design, engineering, and construction of the remaining improvements, including the staging area, tot lot, skills area, learner loops, signage, and other amenities.

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.
Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).
If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.
If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.
Projects must be shovel ready."If you do not have permission from all land managers to conduct work, your project is not shovel ready.

Current Land Owner/Manager(s)

Tonto National Forest, U.S. Forest Service
Project Location, including Township, Range and Section.
Please include GPS Coordinates

Township 6N
Range 5E
Section 23, 26, and 27
GPS Coordinates: 33.847655, -111.816339
Total project area in acres (or total miles if trail) 130.00 Acres

Project Description and Impacts:

Please provide a description of any surface and/or subsurface impacts that are expected during project implementation.
Project implementation includes both surface and subsurface ground disturbance associated with construction and improvement of the Wildcat Staging Area. Activities include grading and construction of the parking area, construction of tot lot and skills area, construction and improvement of designated trails (including new segments and the formalization of user-created routes), installation of fencing and signage, rehabilitation of unauthorized routes, and associated erosion control features. Vegetation may be removed and the ground will be altered due to leveling and grading of the parking lot.
Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project
Temporary construction staging will occur within the existing project area, including the future tot lot and skills area during main parking lot improvements. Additional staging areas are available at the Forest Service boneyard near the Cave Creek Ranger District office. Construction will use existing access routes.

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)
The project area is predominantly natural desert terrain that has been heavily disturbed by existing OHV use. Existing roads, parking areas, designated routes, and user-created routes are already present throughout much of the project area. New trail segments will occur in previously undisturbed areas.
Has the project area been previously surveyed for cultural resources by a qualified archaeologist? Yes
Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area? No
Are there National Register listed or eligible sites in the Project Area? No
Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area? No
Is your project area within or adjacent to a historic district? No
List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination) Combination (Hand tools and mechanized)

If using equipment you may use this space to provide short description
Hand tools: planting, installing signs & fencing, erosion control features.
Road grader: grading & shaping the parking area and improving site drainage.
Construction vehicles: transporting construction materials, equipment, & supplies.
Bulldozer: site preparation associated with the parking area, tot lot, & skills area.
Trail dozer: constructing new trail segments, improving existing designated routes, and decommissioning unauthorized routes.
Roller Compactors: compacting aggregate and soil for parking area.
Backhoe: site preparation and earthwork associated with the parking area, tot lot, & skills area.
Excavator: earthwork & excavation associated with parking area.
Mini excavator: constructing new trail segments, improving existing designated routes, & decommissioning unauthorized routes.
Augers: installing fence posts & kiosks.
Water truck: dust suppression during construction and moisture for grading & compaction.
Construction Crane: placement of prefabricated structures

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.
Survey report(s) Arch Clearance_Desert Vista Area Improvements.pdf
A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.
A copy of any comments
A copy of SHPO comments, if the survey report has already been reviewed by SHPO.
SHPO comments
If applicable to the project, attach a current agency Decision Memo.
A copy of a Decision Memo 20230112_DecisionNotice_DesertVistaAreaImprovementProject.pdf
ADDITIONAL DOCUMENTS Upload additional surveys and any other documents related to cultural resources here
Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.
Map Upload 1 Wildcat OHV Staging Area Improvement Project - Maps-compressed.pdf
Map Upload 2
Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section
Project Photos WOSA - Drone Photos with Key-compressed.pdf

* NEPA

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area? No
Does the project involve any permanent easement or acquisition of right-of-way? No

Does the project involve construction in, across or adjacent to a body of water? No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

NA

Please attach

Arizona Game and Fish Environmental Review Tool

report AZ Game and Fish Environmental Review Tool_Wildcat OHV.pdf

Please attach Official Species List obtained through US Fish and Wildlife Service IPaC Tool. Species List_Arizona Ecological Services Field Office.pdf

*CONTROL/LAND MANAGER APPROVAL

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

No

Please attach letter from Land Managing agency showing the land managing agency is aware, and supportive of the proposal.

TNF Letter of Support - NFF Wildcat Application.pdf

* RESOLUTION

RESOLUTION

Is your organization a federal, state, or tribal agency?

No

If answer is "Yes", mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor Name) _____ HELD ON (Date) _____

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

1. Approves the filing of an application for motorized or non-motorized assistance, and
2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and
3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and
4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and
5. If applicable, certifies that Project Sponsor has matching funds
6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No.

Project Sponsor Name

Project Sponsor's Governing Body (if different from Sponsor Name)

Project Title

Signed by

Date

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

If you have a Completed or Draft Resolution, please upload it here DRAFT Board Resolution - AZSP OHV Grant.docx

Risk Assessment

General

Is the organization new to managing state and/or federal funds? No

Is this program new for the agency? Yes

If yes, please explain

The NFF has not pursued or received funding from the Off-Highway Vehicle Recreation Fund. The NFF has however received funding from other Arizona State Parks and Trails programs like the Recreational Trails Program.

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program? No

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)? Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds? Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements? Yes

Legal

Has the organization ever been suspended or debarred? No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov

SAM Proof of Registration UEI 1.pdf

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing?

No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

Yes

If yes, please upload a copy of your most recent Single Audit report

FY25 Audited Financial Statement 1.pdf

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

Yes

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

In response to the question, "Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?", the NFF did not recognize earned but unbilled contract and grant revenue in the year that the work was performed.

Determination of Risk

Total Score

5

Overall Risk

* CERTIFICATION

Certification

Completed by

CJ Whitted Tonto Program Coordinator

Name Title

Date

07/27/2026

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here

CW

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here

CW

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here

CW

Identify source of working capital and, if applicable, matching funds

Working capital = cash and investments

Matching funds = Tonto OHV Program, Volunteer Time, nonfederal grants

I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here

CW

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B

Proof of Insurance GL.PDF

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here

CW

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 PL. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, ("ADA") and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements

CW

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here

CW

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

* ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
Letter of Support from nonprofit partner Natural Restorations.	NR Letter of Support for NFF.pdf	pdf	232 KB	08/04/2026 12:32 PM
Letter of Support from nonprofit partner Tread Lightly.	NFF_GrantLetterOfSupport.pdf	pdf	57 KB	08/04/2026 12:32 PM

2958 - OHV Enforcement and Community Engagement

Application Details

Funding Opportunity	2910-OFF-HIGHWAY VEHICLE RECREATION FUND - FY27	Initial Submit Date	Aug 4, 2026 9:21 AM
Funding Opportunity Due Date	Aug 5, 2026 11:59 PM	Initially Submitted By	Kathleen Levinson
Program Area	Off-Highway Vehicle Recreation Fund	Last Submit Date	
Status	Under Review	Last Submitted By	
Stage	Final Application	Contact Information	

Primary Contact Information

Active User	Yes
Type	External User
Name	Ms. Kathleen Middle Name Levinson
	Salutation First Name Last Name
Title	Division Manager
Email	klevinson@coconino.az.gov
Address	911 E Sawmill Road
	Flagstaff Arizona 86001
	City State/Province Postal Code/Zip
Phone	(928) 226-5074 Ext. Phone
	###-###-####
Fax	(928) 226-5095
	###-###-####

Organization Information

Status	Approved
Name	Coconino County Sheriff's Office
Organization Type	County Government
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	IV0000049371
	https://app.az.gov or Help Desk @602-542-7600
Remit Address is the address where Parks would send the payment to your agency.	
The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.	
ADDRESS CODE	REMITTANCE ADDRESS
SAM UEI #	VV85MJMWK8J7
SAM Validation	Active
SAM Expiration Date	06/08/2027
SAM Exclusion Flag	
SAM Last Updated	Aug 4, 2026 9:08 AM
Organization Website	https://www.coconino.az.gov/325/Sheriff
Address	911 E Sawmill Road

	Flagstaff Arizona
	City State/Province
County	Coconino County 86001-
	Postal Code/Zip
Phone	(928) 226-5074 Ext. ###-###-####
Fax	(928) 226-5095 ###-###-####
E-mail Address	klevinson@coconino.az.gov

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?	Yes
AGENCY/ORGANIZATION ADDRESS	911 E Sawmill Road
	Street
City	Flagstaff 86001
	City Zip
Is your organization designated as a Non-Profit?	No
PROJECT COORDINATOR	Kathleen Levinson Division Manager
	Name Title
E-MAIL	klevinson@coconino.az.gov
PHONE	928-226-5074
SECONDARY PROJECT COORDINATOR	Angela Rodriguez Finance Manager
	Name Title
E-MAIL	arodriguez@coconino.az.gov
PHONE	928-226-5074

PROJECT INFORMATION

Provide nearest town/city to project location	Flagstaff
CONGRESSIONAL DISTRICT	2
	Congressional Districts

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT

AZ LEGISLATIVE DISTRICT	6, 7
	Legislative Districts

If project crosses over more than 1 legislative district enter additional district here.

ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE

COUNTY	Coconino County
Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?	
This field is limited to 4,000 characters.	

Brief Description of Project

The Coconino County Sheriff's Office is responsible for patrolling over 18,600 square miles within Coconino County. Our jurisdiction is intertwined with three US Forests; Coconio, Kaibab, and Apache-Sitgreaves, as well as bordering National Parks and Arizona State Parks. Through partnerships with US Forest Service and Arizona Game and Fish law enforcement, our deputies patrol and enforce OHV laws countywide. We are requesting funding for the following to enhance the safety and experience of community members and visitors within our jurisdiction.

- OHV Storage Shed with Concrete Pad
- Two Side x Sides with law enforcement lighting and communication packages and upgrades
- Two tandem axle enclosed education/outreach trailers
- PPE for six officers
- Two off road recovery kits
- Two side x side graphic packages

- Two trailer graphic packages
- OHV Patrol Hours MATCH

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail? No

Master Budget

Land Acquisition			
	Estimated Value of Land	Match In-Kind	Total Grant Request
No Data for Table			

Architectural and Engineering Fees			
Architectural and Engineering Fees Breakdown	Total	Match/In-kind	Total Grant Request
No Data for Table			

Demolition and Removal			
Demolition and Removal Costs Breakdown	Total	Match/In-Kind	Total Grant Request
No Data for Table			

Construction/Installation			
Construction Costs Breakdown	Total	Match/In-kind	Total Grant Request
No Data for Table			

Equipment and Supplies			
Equipment and Supplies Costs Breakdown	Total	Match/In-kind	Total Grant Request
OHV and Trailer Storage Facility	\$100,000.00	\$0.00	\$100,000.00
Two Side x Sides with Upgrades and LE Light/Communication Packages (delivery, fees, install))	\$200,000.00	\$0.00	\$200,000.00
Two tandem axle enclosed education and outreach trailers (tax, delivery, fees)	\$100,000.00	\$0.00	\$100,000.00
Officer PPE	\$10,000.00	\$0.00	\$10,000.00
Off Road Recovery Kits for side x sides	\$12,000.00	\$0.00	\$12,000.00
Side x Side Graphics Package (design, installation)	\$6,000.00	\$0.00	\$6,000.00
Enclosed Trailer Graphics (design, installation)	\$12,000.00	\$0.00	\$12,000.00
OHV Education Material (design, printing, shipping)	\$10,000.00	\$0.00	\$10,000.00
	\$450,000.00	\$0.00	\$450,000.00

Personnel and Miscellaneous			
Other Costs Breakdown	Total	Match/In-kind	Total Grant Request
OHV Patrol Hours	\$49,600.00	\$49,600.00	\$0.00
	\$49,600.00	\$49,600.00	\$0.00

Totals	
Total Grant Request	\$450,000.00
Total Match/In-kind	\$49,600.00
Total Cost	\$499,600.00
Total Match Percentage	9.93%

Budget Notes

Budget Notes

Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails? No

Will funds be used to develop signage, maps, and educational materials? No

Will funds be used to promote safe and responsible recreation through education and enforcement? Yes

Please Explain

Grant funding will enable the Coconino County Sheriff's Office to increase dedicated OHV patrols in high-use recreation areas, promoting safe and responsible recreation through education and proactive enforcement. Deputies will contact riders at trailheads, staging areas, campgrounds, and along designated routes to provide information on Arizona OHV laws, registration and decal requirements, designated route travel, wildfire prevention, spark arrestors, helmet use, and Tread Lightly! principles. High-visibility patrols will focus on reckless operation, impaired driving, illegal off-route travel, trespassing, excessive speed, and fire restriction violations. Funding will also support Volunteers in Policing in distributing educational materials during community events and patrols. This combined approach will increase voluntary compliance, improve rider safety, reduce resource damage, and help preserve Coconino County's public lands for future recreation.

Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities? No

Will funds be used to obtain land for trails or trail access? No

Will funds be used to develop or improve accessible trails or facilities? No

Will funds be used to develop trail management plans addressing changing conditions? No

Will funds be used to complete environmental or cultural clearance and compliance? No

Will funds be used to create a memorable visitor experience to support trail stewardship? No

Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites? No

Has your organization previously received grant funds from Arizona State Parks and Trails?

Yes

Please Explain

In 2011 the Coconino County Sheriff's Office received \$52,000 to purchase two side-by-side utility vehicles for law enforcement patrols. ASP Project 571106.

If awarded, how quickly can implementation of the project begin? Within Three Months of Signed Agreement

Please justify your response to your project's shovel-readiness.

Once we receive the grant agreement, we will obtain Board of Supervisor approval and set up the financial line items in our budget. We are currently obtaining quotes for the project. After Board of Supervisor approval, we will issue purchase orders and order all equipment. Once equipment is received, we will coordinate installation of graphics, LE lighting and communications. We will begin OHV patrols while simultaneously building the OHV Storage Facility.

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.

Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation). If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.

If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.

Projects must be shovel ready. *If you do not have permission from all land managers to conduct work, your project is not shovel ready.*

Current Land Owner/Manager(s)

N/A Education Project

Project Location, including Township, Range and Section.

Please include GPS Coordinates

N/A Education Project

Total project area in acres (or total miles if trail) 0.00

Project Description and Impacts:

Please provide a description of any surface and/or subsurface impacts that are expected during project implementation.

N/A Education Project

Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project

N/A Education Project

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

N/A Education Project

Has the project area been previously surveyed for cultural resources by a qualified archaeologist? Not Applicable-Education Project

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area? Not Applicable-Education Project

Are there National Register listed or eligible sites in the Project Area? No

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area? Not Applicable-Education Project

Is your project area within or adjacent to a historic district? Not Applicable-Education Project

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination) Not Applicable to Project

If using equipment you may use this space to provide short description

N/A Education Project

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

ADDITIONAL DOCUMENTS Upload additional surveys and any other documents related to cultural resources here

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1 Coconino County - Google Maps.pdf

Map Upload 2 Coconino County - Google Maps streets.pdf

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos

* NEPA

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area? No

Does the project involve any permanent easement or acquisition of right-of-way? No

Does the project involve construction in, across or adjacent to a body of water? No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

No permits are required.

Please attach

[Arizona Game and Fish Environmental Review Tool](#)
report

Please attach Official Species List obtained through US

[Fish and Wildlife Service IPaC Tool](#).

*CONTROL/LAND MANAGER APPROVAL

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

No

Please attach letter from Land Managing agency showing the land managing agency is aware, and supportive of the proposal.

* RESOLUTION

RESOLUTION

Is your organization a federal, state, or tribal agency?

No

If answer is 'Yes', mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor Name) _____ HELD ON (Date) _____

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

1. Approves the filing of an application for motorized or non-motorized assistance, and
2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and
3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and
4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and
5. If applicable, certifies that Project Sponsor has matching funds
6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No. 2026-Draft

Project Sponsor Name Coconino County Sheriff's Office

Project Sponsor's Governing Body (if different from Sponsor Name) Coconino County Board of Supervisors

Project Title OHV Enforcement and Community Engagement

Signed by Draft

Date

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

If you have a Completed or Draft Resolution, please [ASP OHV Grant Application Resolution FY27 Combined Format.docx](#)
upload it here

Risk Assessment

General

Is the organization new to managing state and/or federal funds? No

Is this program new for the agency? No

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program? No

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)? Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds? Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements? Yes

Legal

Has the organization ever been suspended or debarred? No

All entities applying for grant funds need to be registered and active on sam.gov. In addition, all organizations must show proof of this registration which involves uploading a PDF of the entity registration here. The entity registration will verify that an agency is active and does not have a current suspension/debarment which prohibits them from receiving grant funds.

Please upload document showing current status of suspension and debarment from sam.gov [Sheriff Office Sam Registration.pdf](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing? No

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F?

No

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

The Coconino County Sheriff's Office has a dedicated Grant Manager and Finance Manager with over 45 years combined experience in managing local, state, and federal grants with support of County Grant and Finance personnel.

Determination of Risk

Total Score0

Overall Risk

* CERTIFICATION

Certification

Completed byKathleen Levinson Division Manager

Name

Title

Date08/04/2026

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here

KL

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here

KL

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here

KL

Identify source of working capital and, if applicable, matching funds

We have deputy salaries budgeted within the grant period to perform the law enforcement patrols and community engagement.

I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here

KL

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B

CCSO Grant Insurance Certificate.pdf

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here

KL

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, ("ADA") and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements

KL

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here

KL

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

* ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
Arizona Fish and Game Department Letter of Support	Letter of Support CCSO_AFGD.pdf	pdf	296 KB	07/30/2026 01:35 PM
USFS Letter of Support	Letter of Support CCSO_USFS.pdf	pdf	316 KB	07/23/2026 01:47 PM

3082 - Sedona Police Law Enforcement OHV

Application Details

Funding Opportunity	2910-OFF-HIGHWAY VEHICLE RECREATION FUND - FY27	Initial Submit Date	Aug 5, 2026 2:23 PM
Funding Opportunity Due Date	Aug 5, 2026 11:59 PM	Initially Submitted By	Chance Wnuck
Program Area	Off-Highway Vehicle Recreation Fund	Last Submit Date	
Status	Under Review	Last Submitted By	
Stage	Final Application	Contact Information	

Primary Contact Information

Active User	Yes
Type	External User
Name	Mr. Chance Christian Wnuck
	Salutation First Name Middle Name Last Name
Title	Emergency Management Coordinator
Email	cwnuck@sedonaaz.gov
Address	100 Roadrunner Dr
	Sedona Arizona 86336
	City State/Province Postal Code/Zip
Phone	928-282-3100 Ext.
	Phone
	###-###-####
Fax	###-###-####

Organization Information

Status	Approved
Name	Sedona Police Department
Organization Type	Municipal Government
Enter State Vendor Number. 1. If you do not have a vendor number please register now. 2. The last possible date to register in Procurement is 30 days after award has been approved by the Parks Board. 3. In order to be reimbursed your agency must be registered within the State Procurement system.	
VENDOR NUMBER	https://app.az.gov or Help Desk @602-542-7600
Remit Address is the address where Parks would send the payment to your agency.	
The Remit Address must match what the AZ Procurement System has. If these addresses don't match reimbursement may be delayed weeks or longer.	
ADDRESS CODE	REMITTANCE ADDRESS
SAM UEI #	
SAM Validation	
SAM Expiration Date	
SAM Exclusion Flag	
SAM Last Updated	
Organization Website	
Address	100 Roadrunner Dr
	Sedona Arizona
	City State/Province
County	Yavapai County 86336-
	Postal Code/Zip
Phone	928-282-3100 Ext.
	###-###-####
Fax	###-###-####
E-mail Address	

* SPONSOR APPLICATION INFORMATION

SECTION I. GRANT APPLICATION

Have you discussed your proposal with State Parks Grant staff?	Yes
AGENCY/ORGANIZATION ADDRESS	102 Roadrunner Dr
	Street
City	Sedona 86336
	City Zip
Is your organization designated as a Non-Profit?	No
PROJECT COORDINATOR	Chance Wnuck Emergency Management Coordinator
	Name Title
E-MAIL	cwnuck@sedonaaz.gov
PHONE	928-282-3100
SECONDARY PROJECT COORDINATOR	Stephanie Foley Chief of Police
	Name Title
E-MAIL	sfoley@sedonaaz.gov
PHONE	928-282-3102

PROJECT INFORMATION

Provide nearest town/city to project location	Sedona
CONGRESSIONAL DISTRICT	2
	Congressional Districts

If project crosses over more than 1 congressional district enter additional district here.

ADDITIONAL CONGRESSIONAL DISTRICT

AZ LEGISLATIVE DISTRICT	1
	Legislative Districts

If project crosses over more than 1 legislative district enter additional district here.

ADDITIONAL LEGISLATIVE DISTRICTS ENTER HERE

COUNTY	Coconino County,Yavapai County
--------	--------------------------------

Summarize the project proposal including scope and nature of what is to be accomplished. What will the funding be used to accomplish? Where does the project take place? Why is this action being proposed? How will the work be accomplished?

This field is limited to 4,000 characters.

Brief Description of Project

The Sedona Police Department requests funding to purchase, outfit, and deploy a Utility Terrain Vehicle (UTV) for Off-Highway Vehicle (OHV) enforcement and public education throughout the Greater Sedona trail network. This project directly supports the GO! Sedona Master Plan, which promotes safe, connected, and sustainable recreation while protecting natural and cultural resources. The plan includes more than 10 miles of completed trails with a long-term vision of approximately 36 miles connecting neighborhoods, parks, schools, businesses, and public lands. Increased OHV enforcement was also identified by the Greater Sedona Recreation Collaborative Motorized Recreation Working Group as a priority to reduce illegal activity and encourage responsible recreation. Operations will occur within the City of Sedona and during mutual aid requests in neighboring jurisdictions. Sedona experiences heavy outdoor recreation use and increasing OHV activity. Illegal off-route travel, unsafe operation, resource damage, and conflicts between motorized and non-motorized users threaten public safety, visitor experiences, and sensitive environmental and cultural resources. The Sedona Police Department, in partnership with the Coconino National Forest, Arizona Game & Fish Department, Yavapai County, and Coconino County, has identified OHV enforcement, education, monitoring, and resource protection as community priorities. Grant funds will purchase and equip a patrol UTV capable of accessing remote trailheads, forest roads, and areas inaccessible to conventional patrol vehicles. The UTV will support enforcement of Arizona OHV laws, public education on responsible recreation and trail etiquette, protection of mixed-use recreation areas, and coordinated operations with federal and state land managers. The project advances regional OHV management goals by improving officer visibility, increasing voluntary compliance, reducing illegal off-route travel, protecting vegetation and archaeological resources, and enhancing safety for hikers, bicyclists, equestrians, pedestrians, and lawful OHV operators.

The City of Sedona will provide vehicle maintenance, fuel, fleet support, and ongoing operating costs. All requested expenses are eligible under the Arizona OHV Recreation Fund and directly support OHV enforcement and education.

The project is shovel-ready and can begin immediately upon award, with procurement, equipment installation, training, and deployment commencing within 90 days. Existing personnel, fleet resources, and operational procedures allow immediate integration into patrol operations.

Will your project be using one of the 6 state contracted trail crews for construction, non-routine maintenance, or reroute of a trail? No

Master Budget

Land Acquisition			
	Estimated Value of Land	Match In-Kind	Total Grant Request
	No Data for Table		

Architectural and Engineering Fees			
Architectural and Engineering Fees Breakdown	Total	Match/In-kind	Total Grant Request
No Data for Table			

Demolition and Removal			
Demolition and Removal Costs Breakdown	Total	Match/In-Kind	Total Grant Request
No Data for Table			

Construction/Installation			
Construction Costs Breakdown	Total	Match/In-kind	Total Grant Request
No Data for Table			

Equipment and Supplies			
Equipment and Supplies Costs Breakdown	Total	Match/In-kind	Total Grant Request
Side-by-Side with Law Enforcement Light and Communications Package	\$100,000.00	\$0.00	\$100,000.00
Safety equipment for law enforcement OHV operators	\$9,000.00	\$0.00	\$9,000.00
Side-by-Side Graphics Package (Design & Installation)	\$3,500.00	\$0.00	\$3,500.00
Off-Road Recovery Kit	\$6,000.00	\$0.00	\$6,000.00
Utility trailer for UTV hauling and transportation	\$6,500.00	\$0.00	\$6,500.00
	\$125,000.00	\$0.00	\$125,000.00

Personnel and Miscellaneous			
Other Costs Breakdown	Total	Match/In-kind	Total Grant Request
No Data for Table			

Totals	
Total Grant Request	\$125,000.00
Total Match/In-kind	\$0.00
Total Cost	\$125,000.00
Total Match Percentage	0.00%

Budget Notes

Budget Notes

Max 3000 Characters (Not required)

*MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE

MOTORIZED/NON-MOTORIZED CRITERIA RESPONSE QUESTIONS

Will funds be used to maintain existing trails?	No
Will funds be used to develop signage, maps, and educational materials?	No
Will funds be used to promote safe and responsible recreation through education and enforcement?	Yes

Please Explain

The purchase and utilization of a law enforcement Side-by-Side UTV will allow the Sedona Police Department to provide enforcement and education on trails currently inaccessible to standard patrol vehicles. Currently, the Sedona Police Department cannot perform OHV enforcement off-roads. Having a Side-by-Side UTV for off-road OHV enforcement will help promote safe and responsible recreation through enforcement and education.

Will funds be used to design and construct new sustainable trails with a focus of connecting trails, parks, and communities?	No
Will funds be used to obtain land for trails or trail access?	No
Will funds be used to develop or improve accessible trails or facilities?	No
Will funds be used to develop trail management plans addressing changing conditions?	No
Will funds be used to complete environmental or cultural clearance and compliance?	No
Will funds be used to create a memorable visitor experience to support trail stewardship?	No
Will funds be used to prevent and/or repair damages to sensitive environmental and/or cultural sites?	Yes

Please Explain

The purchase and usage of a law enforcement Side-by-Side UTV through these funds will help prevent damage to sensitive sites through enforcement and proactive patrolling of areas currently inaccessible to standard patrol vehicles.

Has your organization previously received grant funds from Arizona State Parks and Trails?	Yes
--	-----

Please Explain

The City of Sedona has previously received grants funds in the amount of \$750,000 to make improvements to Broken Arrow Trailhead through the OHV Competitive Grant Program.

If awarded, how quickly can implementation of the project begin?	Within Three Months of Signed Agreement
--	---

Please justify your response to your project's shovel-readiness.

The Sedona Police Department has already begun soliciting quotes for a law enforcement Side-by-Side UTV and developing a plan to train additional UTV operators. If awarded, Sedona Police Department staff have the necessary bandwidth to begin pursuing acquiring the project items immediately.

*CULTURAL CLEARANCE REVIEW FORM

Cultural Clearance Review Form Questions

Biggest Mistake Made: Failure to list all land managers within the project area.
Example: Applicant submits trail project and all trails exist within land owned by applicant except for a 1/4 mile section of one of the project trails. A small section crosses over a small parcel owned by ASLD (or Reclamation).
If an agreement allowing you to develop/maintain that ASLD-owned parcel exists between your agency and ASLD please attach document to the Additional Documents Section of this Application.
If no agreement is in place, or the agreement has expired, please stop working on the application and contact ASPT to discuss issue.
Projects must be shovel ready."If you do not have permission from all land managers to conduct work, your project is not shovel ready.

Current Land Owner/Manager(s)

N/A

Project Location, including Township, Range and Section.

Please include GPS Coordinates

N/A

Total project area in acres (or total miles if trail) 0.00

Project Description and Impacts:

Please provide a description of any surface and/or subsurface impacts that are expected during project implementation.

N/A

Discuss both direct and indirect impact areas, such as staging areas and access routes that will be used as part of the project

N/A

Ground Surface Information

Describe the condition of the current ground surface within the entire project boundary area (for example, is the ground in a natural undisturbed condition, or has it been bladed, paved, graded, etc.)

N/A

Has the project area been previously surveyed for cultural resources by a qualified archaeologist? Not Applicable-Education Project

Are there any known prehistoric and/or historical archaeological sites in or adjacent to the project area? Not Applicable-Education Project

Are there National Register listed or eligible sites in the Project Area?

Are there any buildings or structures (including mines, bridges, dams, canals, etc.) that are 50 years or older in or adjacent to the project area? Not Applicable-Education Project

Is your project area within or adjacent to a historic district? Not Applicable-Education Project

List type of equipment to be used (Foot Traffic and Hand Tools, Mechanized Equipment Only or Combination) Not Applicable to Project

If using equipment you may use this space to provide short description

Cultural Clearance Review Form Attachments

A copy of the cultural resources survey report(s) if a survey of the property has been conducted must be uploaded.

Survey report(s)

A copy of any comments regarding eligibility, findings of effect, and any conditions associated with findings made by the land managing agency/landowner and archaeologist (i.e. state, federal, county, municipal) on potential impacts of the project on archaeological and/or historical cultural resources.

A copy of any comments

A copy of SHPO comments, if the survey report has already been reviewed by SHPO.

SHPO comments

If applicable to the project, attach a current agency Decision Memo.

A copy of a Decision Memo

ADDITIONAL DOCUMENTS Upload additional surveys and any other documents related to cultural resources here

Please upload at least two (2) legible, detailed maps. These should include the proposed project area, staging areas, access roads.

Map Upload 1 2023AerialViewMap.pdf

Map Upload 2

Photos: Please submit at least 4 color photographs that best illustrate the project scope items. Please combine all photos into one (1) file, convert to a PDF document and then upload to this section

Project Photos

* NEPA

Environmental Checklist

Are there threatened/endangered species or critical habitats identified within the project area? No

Does the project involve any permanent easement or acquisition of right-of-way? No

Does the project involve construction in, across or adjacent to a body of water? No

What other permits do you anticipate needing to acquire and what is the approximate time frame for each?

Please attach

Arizona Game and Fish Environmental Review Tool report

Please attach Official Species List obtained through US Fish and Wildlife Service IPaC Tool.

Land Manager Approvals

Does your organization/agency own the land on which the project is being proposed?

Yes

Please attach documentation showing proof of ownership below.

[2023AerialViewMap.pdf](#)

* RESOLUTION

RESOLUTION

Is your organization a federal, state, or tribal agency?

No

If answer is "Yes", mark this form as complete as it only pertains to local government agencies and non-profits.

Board Resolution(Sample) (To be printed on organization letter head)

CERTIFIED TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING OF THE BOARD OF DIRECTORS OF (Sponsor Name) _____ HELD ON (Date) _____

NOW, THEREFORE, BE IT RESOLVED THAT THE PROJECT SPONSOR'S GOVERNING BODY hereby:

1. Approves the filing of an application for motorized or non-motorized assistance, and
2. Certifies that the application is consistent and compatible with all adopted plans and programs of: for motorized/non-motorized trails facility development; and
3. Agrees to comply with all appropriate procedures, guidelines, and requirements established by the Parks as a part of the application process; and
4. Certifies that Project Sponsor will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application; and
5. If applicable, certifies that Project Sponsor has matching funds
6. Appoints the agent listed below as agent of (Project Sponsor's Governing Body) to conduct all negotiations, execute and submit all documents including, but not limited to, applications, agreements, amendments, billing statements, and so on which may be necessary for the completion of the aforementioned project.

The Sponsor authorizes _____ as agent of the sponsor to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, billing statements, and so which may be necessary for the completion of the grant funded project.

I, the undersigned being duly appointed and qualified project sponsor, certify that the foregoing Resolution is true and accurate copy of the resolution passed at adopted at a regular meeting of the project sponsor held on the date listed below at which a quorum was present and voted in favor of said resolutions.

Resolution No.

Project Sponsor Name:

Project Title:

Program Funding:

Signed by: (Signature)

Date:

A draft resolution may be submitted with the application. The final resolution must be provided before a Project Agreement can be signed. The application will be ineligible if a resolution is not submitted.

Resolution No.

Project Sponsor Name

Project Sponsor's Governing Body (if different from Sponsor Name)

Project Title

Signed by

Date

A draft resolution may be submitted with the application. The final resolution must be provided before the Project Sponsor Agreement can be signed. The application will be ineligible if a resolution is not submitted.

If you have a Completed or Draft Resolution, please [Draft Resolution.docx.doc](#) upload it here

Risk Assessment

General

Is the organization new to managing state and/or federal funds? No

Is this program new for the agency? No

Has there been high staff turnover or agency reorganization in the last 6 months that impacts this program? No

Internal Controls

Does your organization currently have written policies and procedures to ensure the proper documentation of personnel costs (Time and Effort reporting)? Yes

Does your organization have written procurement procedures that ensure purchases are made on a competitive basis and are compliant with Federal thresholds? Yes

Does your organization have a written Conflict of Interest policy that is compliant with Federal requirements? Yes

Legal

Has the organization ever been suspended or debarred? No

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Please upload document showing current status of suspension and debarment from sam.gov [Entity Registration - City of Sedona current.pdf](#)

Does the organization have any open or pending litigation / Securities Exchange Commission cases that are ongoing? No

Audit

Did your organization expend \$1 million or more in Federal funds during its most recently completed fiscal year, thereby requiring a Single Audit under 2 CFR 200, Subpart F? Yes

If yes, please upload a copy of your most recent Single Audit report [FY 20242025 City of Sedona ACFR.pdf](#)

Were there any Material Weaknesses or Significant Deficiencies noted in the financial statements or internal controls in your most recent audit report?

No

Financial

Is your organization's financial management system currently able to provide records that can identify the source and application of funds for individual award activities, and does it allow for the comparison of expenditures with budget amounts?

Yes

Does your organization have sufficient operating capital (cash flow) to continue providing services without interruption should there be a significant delay in receiving reimbursement?

Yes

Does this potential grant award represent a significant percentage (50% or more) of the organizations total annual funding or operations?

No

In the last five (5) years, has your organization filed (or had filed against it) any bankruptcy or insolvency proceeding, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors?

No

Additional Information

Determination of Risk

Total Score

1

Overall Risk

* CERTIFICATION

Certification

Completed by

Chance Wnuck Emergency Management Coordinator

Name Title

Date

08/03/2026

I acknowledge and understand that this grant program operates on a reimbursement basis. Reimbursement occurs only after an expense is paid. Initial here

CW

I acknowledge and understand that our agency will comply with all appropriate state and federal regulations, policies, guidelines, and requirements as they relate to the application. Initial here

CW

I acknowledge and understand that our agency has the required working capital and, if applicable, matching funds for each reimbursement and that those matching funds are from eligible sources. Initial here

CW

Identify source of working capital and, if applicable, matching funds

Working capital is City of Sedona General Fund Contingency

I acknowledge and understand that our agency is required to provide proof of liability insurance. Initial here

CW

Please upload either proof of insurance OR if insurance has not been purchased yet, please upload a quote showing appropriate levels of insurance .

Insurance requirements can be found in Part III, Section M of Attachment B

AZ State Parks 26-27 - City of Sedona.pdf

I acknowledge that my agency leadership is aware of and supportive of this grant application process. Initial here

CW

DISABILITIES ACT AND COMPLIANCE Title II, Americans with Disabilities Act of 1990 P.L. 101-336, 42 U.S.C. Chapter 126 Title II, of the Americans with Disabilities Act, ("ADA") and federal department regulations on its implementation. It is understood that recipients of Arizona State Park project funds are required to comply with Title II of the ADA and those regulations of federal departments and agencies on its implementation. The ADA and federal department regulations mandate that: No qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs or activities of a public entity, or be subjected to discrimination by any public entity. See 28 CFR Part 35. This assurance is effective as of the date of state approval of funds and throughout the period during which real or personal property is used.

I acknowledge awareness of and the responsibility to comply with the Americans with Disabilities Act requirements

CW

The State Historic Preservation Office (SHPO) and Arizona State Parks and Trails (ASPT) regularly share information about projects that have received grant funding. Application materials including photos and text may be used by SHPO/ASPT including the dollar amount of award. Photographs or video taken by SHPO/ASPT staff may also be made available to the public and/or shared on social media. By executing this release and consent, I hereby consent to the publication of photographs and other application materials relating to the project for which I have applied for financial assistance, and I hereby authorize SHPO/ASPT to print, publish, or post pictures of the project and to make application materials available to the public. I have read and understand that by not attaching an objection in writing, I am consenting to the public use of information in this application, throughout the project period and after project end in perpetuity.

If you do not have an objection, initial here

CW

If you consider information in this application and any photos of the project to be confidential and do not want it made available to the public, please indicate your objections in writing and upload your letter below.

File Upload

* ADDITIONAL DOCUMENTS

ADDITIONAL DOCUMENTS

Description	File Name	Type	Size	Upload Date
No files attached				

James Terlep

5751 W. Placita del Risco, Tucson, AZ 85745, (c) (520)-444-8701 , jterlep2000@yahoo.com

Objective

My objective is to serve on the Arizona State Committee on Trails to maintain and enhance non-motorized trails and their access for recreational use throughout the state of Arizona.

Trail-Related Experience

- For over 25 years, I have hiked and guided with the Southern Arizona Hiking Club (SAHC), primarily in southern Arizona, earning numerous hiking awards for peaks, canyons, and trails traveled.
- For the last 15 years, I have held the SAHC position of Access Trail Coordinator, where I advocate for public recreational access to public, state, private, and tribal land. In this capacity, I have worked directly with Coronado National Forest, BLM, National Parks and Monuments, Arizona State Trust Land, local parks agencies, and Arizona Game and Fish Department, as well as county and city park agencies.
- I served for 6 years on the Arizona Game and Fish Department's Heritage Fund Committee. Our primary duties were to help evaluate grant requests and to vote on awarding annual grants.
- I was on the SAHC board of directors for two 6-year terms and was instrumental in awarding SAHC grants to NGOs, trail contractors, the National Forest, and Pima County for trail maintenance and development/access.
- I am a long-time board member of the Pima Trails Association, an organization which has been advocating for over 40 years for public access to public trails. They have extensive experience with local government and a working relationship with many developers, resulting in access to trail areas originally intended as restricted.
- I served briefly on the board of Cochise Trail Association, working closely with Coronado National Forest on their Travel Management Plan.
- Trail Steward for the Arizona Trail Association for 11 years. I manage Passage 8a from the Gabe Zimmerman TH north to Posta Quemada Ranch. During that time, I have led trail maintenance hikes consisting of crews of up to 12 people doing brushing, tread repair, rock work, and water mitigation.
- I am a member of the Network for Trails. This is an Arizona statewide network that brings together motorized and non-motorized trail users to discuss common needs with land managers, professional and student trail repair crews, governmental agencies, and city and county parks departments.

Professional Work Experience

- I worked for 17 years in a Michigan School system as an occupational therapist, specializing in the treatment of severely handicapped children.
- I worked for 25 years at University Medical Center in Tucson as an acute care therapist in the hospital rehabilitation department.

Education

- Bachelor of Science from Wayne State University, School of Medicine - Occupational Therapy
- Master of Arts from Wayne State University, School of Medicine – Public Health
- Master of Arts from University of Detroit, College of Education – Psychological Testing

Certifications and Continuing Education

- Coronado National Forest taught Bucking, trail clearing, crosscut saw safety, and crew management.
- Arizona Trail Association taught trail construction, including sustainable trail creation compatible with the natural habitat, and multi-use recreation, including pedal mountain bikes and equestrian use.

Shannon Adams

Show Low, AZ 85901 | 602-418-5374 | sa6024185374@gmail.com

PROFESSIONAL SUMMARY

Logical and analytical public administration professional who quickly assesses problems and implements workable solutions. Plans and organizes work to achieve targeted results with minimal supervision while continually developing job-related knowledge and skills.

PROFESSIONAL EXPERIENCE

Grants Coordinator

11/2022 - Present *City of Show Low | Show Low, AZ*

- Identified and evaluated competitive funding opportunities aligned with organizational priorities.
- Coordinated the full lifecycle of grant proposals, from initial research to final submission.
- Developed clear, persuasive proposal narratives and compiled required documentation and attachments.
- Prepared and reviewed grant budgets in collaboration with finance and program teams.
- Maintained an organized grants calendar to track deadlines, submissions, and reporting requirements.
- Built and managed relationships with funders, ensuring timely communication and compliance.
- Monitored awarded grants, tracked expenditures, and ensured adherence to funder guidelines.
- Collected data and produced accurate progress reports, performance metrics, and post-award documentation.
- Supported internal stakeholders with grant processes, templates, and best practices.
- Maintained a detailed database of active grants, opportunities, outcomes, and historical submissions.
- Assisted with audits, monitoring visits, and internal grant compliance reviews.
- Streamlined proposal workflows to increase efficiency and improve grant award success rates.

Business Manager

03/2022 - 10/2022 *Mary C. O'Brien Accommodation District | Eloy, AZ*

- Prepared operating budget drafts with the Chief Deputy for submission through the Superintendent to the Governing Board.
- Directed control of the approved budget, including collection, custody, investment, disbursement, accounting, and auditing of district funds.
- Formulated policies and procedures governing financial relations with school principals and the Superintendent.
- Audited the financial status of student organization accounts, campus food service, housing, and bookstores.
- Maintained financial records and prepared the annual financial report.
- Helped formulate and administer policies and procedures for management of the physical plant, including custodial care, sanitation, and fire and police protection.
- Assisted with negotiations with industry representatives regarding construction costs and materials.
- Helped develop procurement policies and procedures for district goods and services.
- Oversaw office operations by processing critical documentation and obtaining insurance verification and service authorizations.
- Prepared payroll for all staff and maintained required payroll records.

Board Secretary

01/2013 - 03/2022 *Mary C. O'Brien Accommodation School District | Eloy, AZ*

- Conducted general board correspondence and maintained records of all correspondence.
- Maintained the board binder containing governing documents, policies, and written consents.
- Notified board members of meetings, prepared and distributed board packets, and maintained detailed attendance records.
- Ensured compliance with Arizona Open Meeting Law.

Human Resources Director

01/2013 - 03/2022 *Pinal County Schools | Eloy, AZ*

- Analyzed wage and salary reports to support a competitive compensation plan.

- Drafted directives advising department managers of organizational policy.
- Consulted legal counsel to ensure policies complied with federal and state law.
- Oversaw the analysis, maintenance, and communication of records required by law, governing bodies, and organizational departments.
- Studied legislation, arbitration decisions, and collective bargaining contracts to assess industry trends.
- Managed recruitment, hiring, and onboarding for district personnel.
- Maintained personnel files and correspondence filing systems.
- Provided timely employee-wide updates when policies and procedures changed.
- Served on committees at the direction of the County School Superintendent and Associate Superintendents.

Administrative Assistant

01/2013 - 03/2022 *Pinal County School Superintendent | Florence, AZ*

- Assisted with the application process for Governing Board appointments.
- Coordinated and arranged meetings as needed.
- Supported grant administration and maintained accurate files.
- Developed and maintained relationships with business partners, including elected officials.