

TRAINING

Idaho Department of Parks & Recreation
Grant Application Submittal Portal




SurveyMonkey®


[Idaho.smapply.io](https://idaho.smapply.io)

Browser tabs: Idaho Parks and Recreation - H..., ViewAll, Encumbrance Balance - By Ven..., nps.gov, Idaho Department of Parks ...

Log In Register



Idaho Department of Parks and Recreation
State and Federal Grant Program



Welcome to Idaho's recreational grant opportunities!

The Idaho Department of Parks and Recreation provides a variety of funding programs and grants to government entities in Idaho for the provision of equipment and for the creation and renovation of outdoor recreational facilities. For more information about individual grant programs please refer to the links in the resource section of this page. Our programs include the following opportunities:

- Recreation Vehicle Program
- Waterways Improvement Fund
- Off-Road Motor Vehicle Fund
- Recreational Road & Bridge Fund
- Motorbike Fund
- Cutthroat License Plate Fund
- Mountain Bike License Plate Fund
- Recreational Trails Program
- Land and Water Conservation Fund

Taskbar: Windows, Search, File Explorer, Edge, Mail, Teams, OneDrive, Word, PowerPoint, Excel, Recycle Bin

System tray: 3:02 PM, 9/11/2020

All applications submitted at:
idaho.smapply.io

To Log In



Idaho Department of Parks and Recreation
State and Federal Grant Program

is and Recreation Don't have a SurveyMor

Log in with



OR

Email

Password

[Forgot your password?](#)

LOG IN



To Register



Register for an applicant account

Register with



OR

First name

Last name

Email

Password

Confirm password

By registering for an account, you agree to our [terms of service](#) and [privacy policy](#).

I'm not a robot

CREATE ACCOUNT

Welcome to Idaho's recreational grant opportunities!

The Idaho Department of Parks and Recreation provides a variety of funding programs and grants to government entities in Idaho for the provision of equipment, the creation and renovation of outdoor recreational facilities. For more information about individual grant programs please refer to the links in the resource section. Our programs include the following opportunities:

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- Motorbike Fund
- Cutthroat License Plate Fund
- Mountain Bike License Plate Fund
- Recreational Trails Program
- Land and Water Conservation Fund

The site should have the IDPR logo at the top. If it does not, you are in the wrong portal.
Some browsers may not support this platform and may not display correctly.
If you have applied for our grants before, you already have an account.
Accounts are not transferable.



To start an application, click on the "View Programs" button at the bottom of this page.

Eligible Programs -

Search programs..

Mountain Bike Plate Fund (BK)

Accepting applications from Oct 1 2020 12:00 AM (MDT) to Jan 29 2021 05:00 PM (MST)

The Mountain Bike Plate Fund was created in 2011 and is funded from a portion of the registration fee for each specialty plate.

[MORE >](#)

Recreational Trails Program (RTP)

Accepting applications from Oct 1 2020 12:00 AM (MDT) to Jan 29 2021 05:00 PM (MST)

The Recreational Trails Program of 1998 establishes a program for allocating federal funds derived from federal fuel tax to the states for recreational trails and trail-related projects.

[2 Applications](#)

[MORE >](#)

1 - 2 of 2 Programs

Recreational Trails Program (RTP)

Permissible uses of the funds are: maintenance and restoration of existing recreational trails; development and rehabilitation of trailside and trailhead facilities and trail linkages for recreational trails; purchase and lease of recreational trail construction and maintenance equipment; and construction of new recreational trails (with restrictions for new trails on Federal lands).

Indirect costs, administrative activities, and grants solely for planning are not eligible. The maximum amount allowed for education is directed to the statewide safety and education program.

For more information on the Federal Highways Administration rules, please refer to the interim guidance:

Active programs are visible to applicants. You may be able to see program information, but not start an application. Application dates show when the portal is accepting project submittals.

[See my application](#)

Opens

Oct 1 2020 12:00 AM (MDT)

Deadline

Jan 30 2021 05:00 PM (MST)

Categories

Regional

You will only see the programs in which you are eligible to apply. For example, non-profit groups will only see Recreational Trail Program (RTP) and Mountain Bike Plate Fund.

Previous projects will display on the dashboard of active accounts.

All Applications ▾

Off-Road Motor Vehicle Fund (ORMV)
🔒 South Zone Trails Personnel
IDPR19-0077

🏆 AWARDED

0 of 20 tasks complete

START

Submitted on: Jan 17 2018 10:32 AM (MST)

Recreational Trails Program (RTP)
🔒 Broad and Bellas Canyons Tra...
IDPR20-0525

🏆 AWARDED

0 of 20 tasks complete

START

Submitted on: Jan 24 2019 04:22 PM (MST)

1 - 2 of 2 Applications

All Applications ▾

Off-Road Motor Vehicle Fund (ORMV)
🔒 South Zone Trails Personnel
IDPR19-0077

🏆 AWARDED

0 of 20 tasks complete

START

Submitted on: Jan 17 2018 10:32 AM (MST)

Recreational Trails Program (RTP)
🔒 Broad and Bellas Canyons Tra...
IDPR20-0525

🏆 AWARDED

0 of 20 tasks complete

START

Submitted on: Jan 24 2019 04:22 PM (MST)

Download

Preview

The three dots are always a dropdown menu

If we have ARCHIVED applications, they will not be visible. Make sure you keep a copy! Older applications may not be accessible.

APPLICANT DASHBOARD

This screenshot shows the 'My Applications' page in a web browser. The top navigation ribbon includes 'Programs', 'My Applications', and the user's name 'Kathy Muir'. A purple callout box with an upward-pointing arrow highlights the 'My Applications' link in the ribbon. Below the ribbon, the page title is 'My Applications' and it indicates the user is logged in as 'Kathy Muir'. A link for the 'Grant Guidance Manual' is provided. The main content area is titled 'All Applications' and displays three application cards: 'Bridge to NoWhere' (submitted), 'Skipping Trail', and 'Bigfoot Trail'. Each card shows the program name, ID, and deadline.

The top ribbon allows you to move between your applications and the program information.

This screenshot shows the 'Programs' page in a web browser. The top navigation ribbon is the same as in the previous screenshot. A yellow callout box with an upward-pointing arrow highlights the 'Programs' link in the ribbon. Below the ribbon, the page title is 'Programs' and it indicates the user is logged in as 'Kathy Muir'. The Idaho Department of Parks and Recreation logo is displayed. A message states: 'To start an application, click the green "More" button within the program you wish to apply. Click here for the current Grant Guidance Manual'. Below this is a search bar and a list of 'Eligible Programs'. One program is listed: 'Waterways Improvement Fund (WIF)', which is accepting applications from August 1, 2020, to January 29, 2021. A green 'MORE >' button is visible at the bottom of the program card. A blue callout box with an upward-pointing arrow points to the user's name in the ribbon.

If you need to edit your profile, click on your name.

Description and button to start application

Recreational Trails Program (RTP)

Permissible uses of the funds are: maintenance and restoration of existing recreational trails; development and rehabilitation of trailside and trailhead facilities and trail linkages for recreational trails; purchase and lease of recreational trail construction and maintenance equipment; and construction of new recreational trails (with restrictions for new trails on Federal lands).

Indirect costs, administrative activities, and grants solely for planning are not eligible. The maximum amount allowed for education is directed to the statewide safety and education program.

For more information on the Federal Highways Administration rules, please refer to the interim guidance:
http://www.fhwa.dot.gov/environment/recreational_trails/guidance/

Log In Register

APPLY
Opens
Oct 1 2019 12:00 AM (MDT)

Categories
Regional

Type here to search

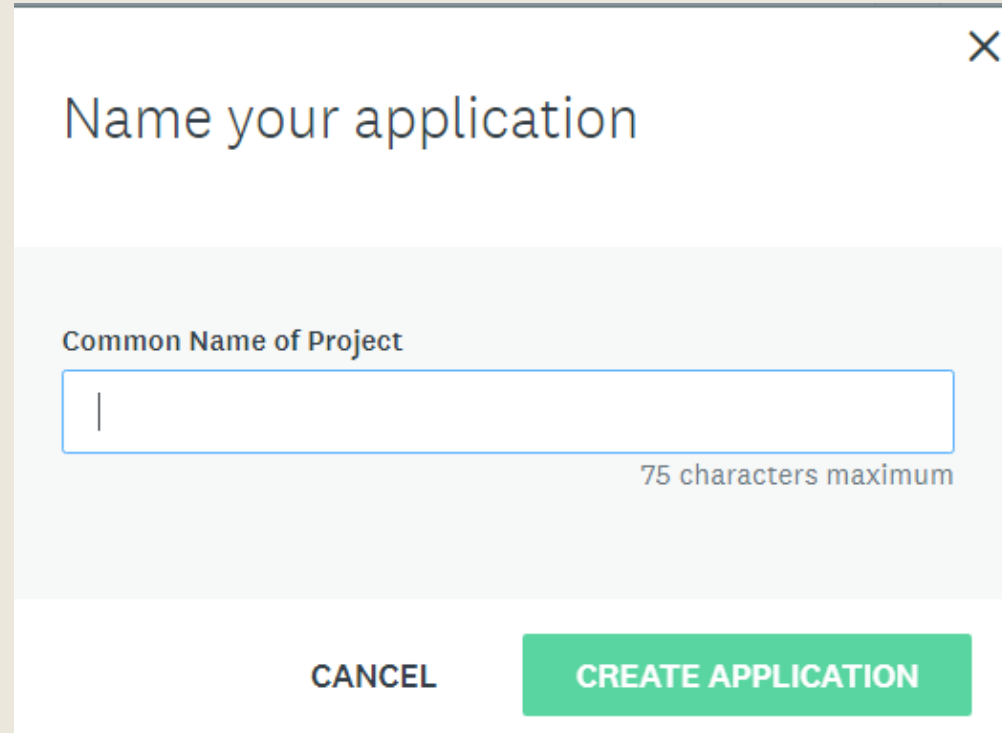
12:39 PM 8/6/2020

Common name of project

The first thing the system asks you to do is name your application.

This is going to be the identification for the life of your project, so be smart about what you name your application.

We may need it to identify your project for your agreement and future inquiries.



A screenshot of a web application dialog box titled "Name your application" with a close button (X) in the top right corner. The dialog has a white background and a light gray border. Below the title is a text input field with a blue border and a vertical cursor. The label "Common Name of Project" is positioned above the input field. Below the input field, the text "75 characters maximum" is displayed in a smaller font. At the bottom of the dialog, there are two buttons: "CANCEL" in black text on a white background, and "CREATE APPLICATION" in white text on a green background.

Name your application

Common Name of Project

75 characters maximum

CANCEL CREATE APPLICATION

0 of 2 required tasks complete

Last edited: Aug 6 2020 01:02 PM (MDT)

REVIEW **SUBMIT**

KM Kathy Muir (Owner)
IDPRGrantQueen@gmail.com

Add collaborator

Recreational Trails Program (RTP) [🔗](#) [Preview](#) [⋮](#)

Bridge to Nowhere

ID: 0000000002

APPLICATION **ACTIVITY**

Your tasks

- RTP Eligibility Form >
- Fill out your application form >
- Miscellaneous Documents (optional) >

If you don't complete the eligibility task, the system won't show all the required tasks (HINT – there are more than three). Without completing required tasks you won't be able to submit an application. If the “submit” button is gray, you have not completed all required tasks.

Prerequisite questions

Currently only the federal programs or equipment purchases have prerequisite match requirement questions. If you do not fill this portion out correctly, the system will not allow you to complete the application forms.

[← Back to application](#)

Recreational Trails Program (RTP)
Bridge to Nowhere
ID: 0000000002

- RTP Eligibility Form >
- Fill out your application form
- Miscellaneous Documents (optional)

0 of 2 required tasks complete

Last edited: Aug 6 2020 01:02 PM (MDT)

RTP Eligibility Form

RTP Prerequisites to Application

The following questions will determine eligibility to continue the application process.

Recreational Trails Program (RTP) Requirements

For RTP projects only - A 20% match is required with 5% of the total project being non-federal money.

Motorized Equipment

Please identify if this application is for motorized equipment

- For ORMV, RTP, Motorbike, Mountain Bike and RV projects - grant requests for motorized equipment over \$1,000 (each) and under \$50,000 (each) shall require a minimum of 50% matching funds to be eligible for funding under Board Policy.

- Fill out your application form
- Miscellaneous Documents (optional)

0 of 2 required tasks complete

Last edited: Aug 6 2020 01:02 PM (MDT)

[REVIEW](#) [SUBMIT](#)

money.

Motorized Equipment

Please identify if this application is for motorized equipment

- For ORMV, RTP, Motorbike, Mountain Bike and RV projects - grant requests for motorized equipment over \$1,000 (each) and under \$50,000 (each) shall require a minimum of 50% matching funds to be eligible for funding under Board Policy.

Program Match Requirements

Match Commitment

Match is calculated on the total project cost (percentage of the total project cost).

Match %

Equipment Value

Motorized equipment valued between \$1,000 and \$50,000 requires at least 50% match

Match Value

Motorized equipment valued between \$1,000 and \$50,000 require 50% match

[SAVE & CONTINUE EDITING](#) [MARK AS COMPLETE](#)

Program Match Requirements

[SAVE & CONTINUE EDITING](#) [MARK AS COMPLETE](#)

< Back to application

[Recreational Trails Program \(RTP\)](#)

Bridge to Nowhere

ID: 000000002

Submitted

Submitted on: 8/6/2020 1:19 PM (MDT)

0 of 0 tasks complete

RTP Eligibility Form

Completed Aug 6 2020 01:19 PM (MDT)

Read only

RTP Prerequisites to Application

The following questions will determine eligibility to continue the application process.

Recreational Trails Program (RTP) Requirements

For RTP projects only – A 20% match is required with 5% of the total project being

Motorized Equipment

Please identify if this application is for motorized equipment

- For ORMV, RTP, Motorbike, Mountain Bike and RV projects – grant request over \$1,000 (each) and under \$50,000 (each) shall require a minimum of 50% eligible for funding under Board Policy.

Program Match Requirements Request is NOT for M

Match Commitment

Match is calculated on the total project cost (percentage of the total project cost).

Match % 10

Equipment Value

Motorized equipment valued between \$1,000 and \$50,000 requires at least 50% match

Match Value

Motorized equipment valued between \$1,000 and \$50,000 require 50% match

Submitted

Submitted on:

Kathy Muir (Owner)
IDPRGrantQueen@gmail.com

Add collaborator

Recreational Trails Program (RTP)

Bridge to Nowhere

ID: 000000002

APPLICATION ACTIVITY

Preview Download Delete

Previous tasks

- RTP Eligibility Form Completed on: Aug 6 2020 01:19 PM (MDT)
- Fill out your application form
- Miscellaneous Documents (optional)

Bridge to NoWhere

ID: 000000003

- RTP Eligibility Form
- Fill out your application form
- Miscellaneous Documents (optional)

0 of 2 required tasks complete

Last edited: Aug 6 2020 01:25 PM (MDT)

REVIEW SUBMIT

RTP Prerequisites to Application

The following questions will determine eligibility to continue the application process.

Recreational Trails Program (RTP) Requirements

For RTP projects only – A 20% match is required with 5% of the total project being non-federal money.

Motorized Equipment

Please identify if this application is for motorized equipment

- For ORMV, RTP, Motorbike, Mountain Bike and RV projects – grant requests for motorized equipment over \$1,000 (each) and under \$50,000 (each) shall require a minimum of 50% matching funds to be eligible for funding under Board Policy.

Program Match Requirements Request is NOT for Motorized Equipment

Match Commitment

Match is calculated on the total project cost (percentage of the total project cost).

Match % 10

SAVE & CONTINUE EDITING MARK AS COMPLETE

Sometimes it's not obvious you've made an error.

In this example I don't have enough match. Some clues are:

- ✓ It shows as submitted and you haven't filled out the application form.
- ✓ It won't allow you to edit the form.
- ✓ You have a half-filled circle instead of a check.

⚠ The form contains errors.

← Back to application

[Recreational Trails Program \(RTP\)](#)
Bridge to NoWhere
ID: 0000000003

📄 RTP Eligibility Form

📄 **Fill out your application form** >

📄 Miscellaneous Documents (optional)

0 of 2 required tasks complete

Last edited: Aug 6 2020 01:29 PM (MDT)

REVIEW **SUBMIT**

🔄 📄 Fill out your application form ...

IDAHO DEPARTMENT OF PARKS AND RECREATION GRANT APPLICATION 0%

READ instructions carefully before completing this application.

Please check your answers below and correct them before continuing.

Applicant Agency:

Applicant Agency name: An answer to this question is required.

Address line 1: An answer to this question is required.

Address line 2: An answer to this question is required.

City: An answer to this question is required.

State: An answer to this question is required.

Zip: An answer to this question is required. This field must be a valid zip code.

Daytime Phone: An answer to this question is required. This field must be a 10 digit phone number with extension in 123-456-7890-extension format.

E-Mail: An answer to this question is required. This field must be a 10 digit phone number in ###-###-#### format.

The system will tell you if there is a field you need to fill in.

Or if the value of data isn't correct

Proof of Public Involvement

There are very few questions that require an answer and an upload. This question will not let you finish until you have completed both requirements.

Announcement must include information on the project you are submitting as an application for grant funding. Comments should be received prior to grant deadline and incorporated in your application.

The screenshot shows a sidebar menu with two items: "Project Design (optional)" and "Applicant Ownership (optional)". Below the menu is a progress bar indicating "2 of 5 required tasks complete". The progress bar is partially filled with blue. Below the progress bar, it says "Last edited: Aug 10 2020 03:19 PM (MDT)". At the bottom of the sidebar are two buttons: "REVIEW" and "SUBMIT". Below the buttons, it says "Deadline: Jan 29 2021 05:00 PM (MST)".

Describe the public involvement process (*in detail*) used in the planning of this project and the results of the input (*attach necessary documentation*). **If your project will impact fish and/or wildlife, the Idaho Department of Fish and Game must be notified.** NOTE: PUBLIC INVOLVEMENT IS MANDATORY FOR ALL APPLICANTS AS STATED IN IDAPA CODE 26.01.31.100.03. YOUR APPLICATION IS NOT ELIGIBLE WITHOUT PUBLIC INVOLVEMENT!


An answer to this question is required.

This is a large, empty rectangular text input area for the user to provide their answer to the question above.

Proof of Public Involvement

Attach documents that show your project has been presented to the public and a public comment period was completed.

You have not uploaded the required number of files

 Upload a file

Public Comment. As part of the application, the applicant must provide an opportunity for public comment. The applicant must include proof of public comment regarding the project in the application. The opportunity for public comment should begin within one (1) year of submitting the application. Any projects with public comment conducted over one (1) year prior to application may be rejected by the state and federal grant manager and the project will be deemed ineligible.

Proof of Public Involvement

Attach documents that show your project has been presented to the public and a public comment period was completed.

1. Bigfoot approved trail .pdf



In edit mode you will see the file name and type once you've attached a document

RTP specific task. Must answer both questions. If you are unsure how to answer, contact your grant specialist.

Upload a file

3. State Historic Preservation Office (SHPO) Clearance

State Historic Preservation Office (SHPO)/Endangered Species. Ground disturbing activities should be assumed to require studies of cultural resource impacts.

SHPO

a. Old buildings or other features more than 50 years old (irrigation headgates, watering troughs, railroad tracks or embankments, or other items) may require review by the State Historic Preservation Office – are any of these present on the site or effected by the project?

SHPO Required?

An answer to this question is required.

No

An answer to this question is required.

Please explain justification for the above answer

Bike Purchase

Non-Profit Groups ONLY

If a Federal Land Management agency (such as Forest Service or BLM) will be managing or

Proof of Public Involvement Completed

Use Fee

Will a fee be charged for use of or access to this project?

No

Public Involvement

Describe the public involvement process (*in detail*) used in the planning of this project and the results of the input (*attach necessary documentation*). If your project will impact fish and/or wildlife, the Idaho Department of Fish and Game must be notified. NOTE: PUBLIC INVOLVEMENT IS MANDATORY FOR ALL APPLICANTS AS STATED IN IDAPA CODE 26.01.31.100.03. YOUR APPLICATION IS NOT ELIGIBLE WITHOUT PUBLIC INVOLVEMENT!


A notice was posted on the agency website. See attached document as proof.

Proof of Public Involvement

Attach documents that show your project has been presented to the public and a public comment period was completed.

 Groomer Public Involvement 2019.pdf

 VIEW FULL SCREEN

 DOWNLOAD

File type: pdf Size: 389.6 kB

Permits

Are any permits required to complete this project?

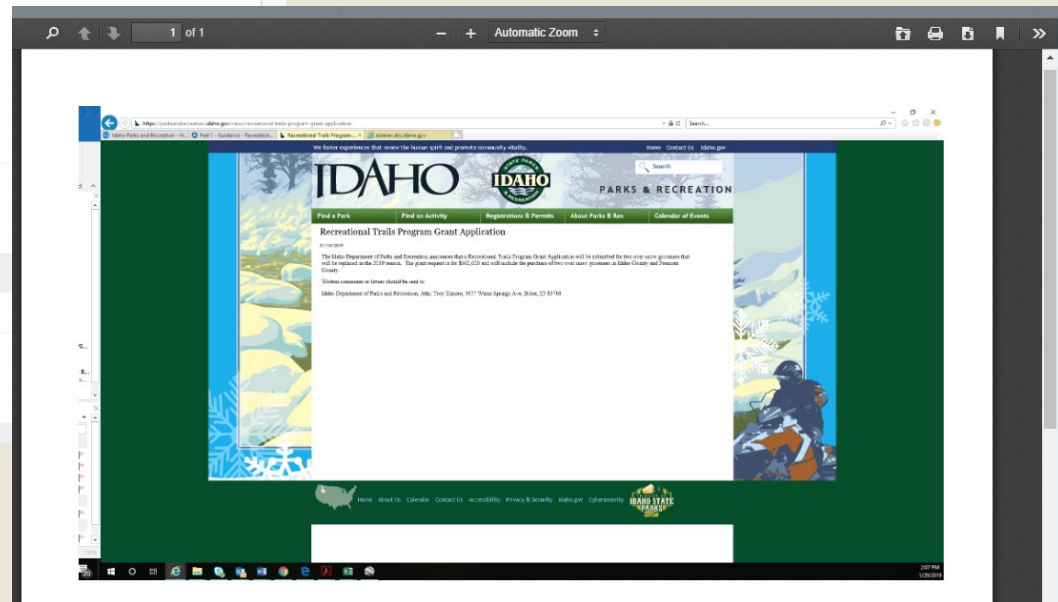
Yes

Permits Required

If permits are required, please list them below:

404 permit

When you have saved this task and are no longer in edit mode, you can view the uploaded document.





[← Back to application](#)

[Recreational Trails Program \(RTP\)](#)

Bridge to NoWhere

ID: 0000000003


  Fill out your application form ...



IDAHO DEPARTMENT OF PARKS AND RECREATION GRANT APPLICATION

0%
READ instructions carefully before completing this application.

 This indicates you are not done with this task (half-filled circle).



  Fill out your application form >

  Miscellaneous Documents (optional)

0 of 2 required tasks complete

Last edited: Aug 6 2020 01:58 PM (MDT)

REVIEW

SUBMIT

Address line 1:

5657

Address line 2:

City:

State:

Zip:

Please provide the

Name of Contact Person

Title of Contact Person

Address line 1:

It is hereby mutually agreed and understood that the use of these funds will be for the purposes stated in this document only and are subject to the terms of the current Idaho Department of Parks and Recreation's Grant Agreement for this project, as signed by the authorized individuals. It is also understood that the applicant will comply with the appropriate Recreation Program rules as they now exist. Applicants that receive grants involving federal funds must comply with requirements as outlined in the Office of Management and Budget (OMB) 2 CFR Part 200.

Signature of Authorized Representative

- I attest all the enclosed information is accurate and true
- I am authorized by the applicant to pursue these grant funds

Authorized representative details:

Title:


King

Typed or Printed Name:

Adar

Date:

Aug 06 2020

 This shows there is another page to fill out.

SAVE & CONTINUE EDITING

NEXT

← Back to application

Recreational Trails Program (RTP)
Bridge to NoWhere
ID: 000000003

RTP Eligibility Form

Fill out your application form

Miscellaneous Documents (optional)

1 of 2 required tasks complete

Last edited: Aug 6 2020 02:23 PM (MDT)

REVIEW SUBMIT

✓ Fill out your application form
Completed Aug 6 2020 02:23 PM (MDT)

IDAHO DEPARTMENT OF PARKS AND RECREATION GRANT A

READ instructions carefully before completing this application.

Applicant Agency:

Applicant Agency name:	Happy Campers
Address line 1:	5657
Address line 2:	(No response)
City:	Boise
State:	Id
Zip:	83716

Please provide the following details:

Name of Contact Person:	Nicole
Title of Con	
Address line	
Address line	

Download
Reset
Edit

This is where you find the edit feature.

IF you don't see the three dots in the upper right of your page, it could be your browser! Internet Explorer is not supported by this system. Try Chrome!

If you haven't filled out the eligibility task correctly, the system will still allow you to continue, but it will never allow you to submit.

If you only see three tasks YOU'VE DONE SOMETHING WRONG!!

← Back to application

Recreational Trails Program (RTP)
Bridge to NoWhere
ID: 000000003

RTP Eligibility Form

Fill out your application form

Miscellaneous Documents (optional)

1 of 2 required tasks complete

Last edited: Aug 6 2020 02:23 PM (MDT)

REVIEW SUBMIT

Miscellaneous Documents

Task instructions [Hide](#)

Upload additional documents to support application.

ATTACH FILE LINK TO VIDEO

MARK AS COMPLETE

[Back to application](#)

[Recreational Trails Program \(RTP\)](#)
Bridge to NoWhere
ID: 000000003

- RTP Eligibility Form >
- Fill out your application form
- Miscellaneous Documents (optional)

1 of 2 required tasks complete

Last edited: Aug 6 2020 02:24 PM (MDT)

[REVIEW](#) [SUBMIT](#)

[RTP Eligibility Form](#)

RTP Prerequisites to Application

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Motorized Equipment

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Program Match Requirements

Match Commitment

Match is calculated on the total project cost (percentage of the total project cost).

Match %

[SAVE & CONTINUE EDITING](#) [MARK AS COMPLETE](#)

[Back to application](#)

[Recreational Trails Program \(RTP\)](#)
Bridge to NoWhere
ID: 000000003

- RTP Eligibility Form >
- Fill out your application form
- Budget
- Additional Required Project Information Form
- Project Design (optional)
- Applicant Ownership (optional)

2 of 5 required tasks complete

Last edited: Aug 6 2020 02:25 PM (MDT)

[REVIEW](#) [SUBMIT](#)

[RTP Eligibility Form](#)
Completed Aug 6 2020 02:25 PM (MDT)

RTP Prerequisites to Application

The following questions will determine eligibility to continue the application process.

Recreational Trails Program (RTP) Requirements

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Program Match Requirements

Match Commitment

Match is calculated on the total project cost (percentage of the total project cost).

Match %

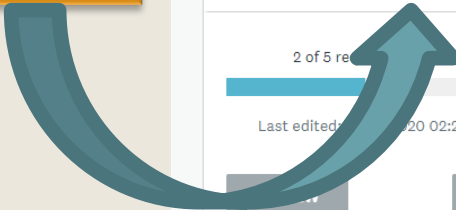
Equipment Value

Motorized equipment valued between \$1,000 and \$50,000 (each)

Match Value

Motorized equipment valued between \$1,000 and \$50,000 (each)

In this example, I've entered the minimum match required for RTP. Once I click the "mark as complete" button I see all the tasks on the left side of the screen.



- Don't forget to enter the common name of your project on this budget page. The name needs to match what you entered when creating your application and what you entered in the contact section of the main application form.
- If the budget page doesn't seem to load correctly (see right side of page where it's cut off), note that the scroll bar below the row will allow you to move back and forth to enter information.

B
U
D
G
E
T

The form contains errors.

[Back to application](#)

Recreation Trails Program (RTP)
Bridge to ... here
ID: 0000000003

- RTP Eligibility Form
- Fill out your application form
- Budget
- Additional Required Project Information Form
- Project Design
- Applicant Ownership (optional)

2 of 5 required tasks complete

Last edited: Aug 6 2020 02:50 PM (MDT)

Budget

Please check your answers below and correct them before continuing. ✓ Draft saved

10) BUDGET

**Round to the nearest dollar and percentage. Be sure to check your addition. Columns A+B=C.*

Identify the Common Name of the Project

This should match the common name on the first page of your application!

An answer to this question is required.

	Project Components	Source of Funding: (A) Grant Request	Source of Funding: (B) Matching Share	
1.	Bridge	20000	10000	3

	Project Components	Source of Funding: (A) Grant Request	Source of Funding: (B) Matching Share	
--	--------------------	---	--	--

Waterways Improvement Fund (WIF)

Loch Ness Lake Docks

ID: WIF2022-0000000004

WIF Eligibility Form

Fill out your application form

Budget >

Letter(s) of commitment (optional)

Additional Required Project Information Form

Project Design (optional)

1 of 5 required tasks complete

Last edited: Sep 2 2020 08:33 AM (MDT)

REVIEW

SUBMIT

Deadline: Jan 29 2021 12:00 AM (MST)

Please check your answers below and correct them before continuing.

10) BUDGET

**Round to the nearest dollar and percentage. Be sure to check your addition. Columns A+B=C.*

Identify the Common Name of the Project

- The first line of the budget requires an answer for every field. Enter "0" if there is no dollar amount for that item.
- This system does not like symbols (\$1,000.00). Just enter raw numbers.

	Project Components	Source of Funding: (A) Grant Request	Source of Funding: (B) Matching Share	
1.	Steel Docks	1000	An answer to this question is required.	1

	Project Components	Source of Funding: (A) Grant Request	Source of Funding: (B) Matching Share	
2.				0

< Back to application

Recreational Trails Program (RTP)

Bridge to NoWhere

ID: 0000000003

✓ RTP Eligibility Form

✓ Fill out your application form

✓ Budget >

○ Additional Required Project Information Form

○ Project Design (optional)

○ Applicant Ownership (optional)

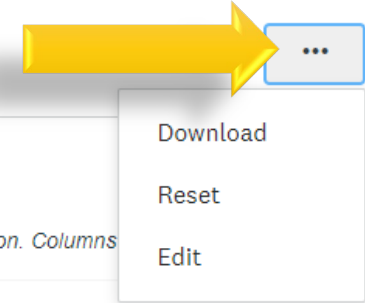
3 of 5 required tasks complete

Last edited: Aug 6 2020 03:11 PM (MDT)

REVIEW

SUBMIT

- If you mark as complete, you can still go back into the task and edit your form.
- **CAUTION!** Reset will clear all the numbers out of your budget.



	Project Components	Source of Funding: (A) Grant Request	Source of Funding: (B) Matching Share	(C) Total Cost
1.	Bridge	20000	10000	30000

	Project Components	Source of Funding: (A) Grant Request	Source of Funding: (B) Matching Share	(C) Total Cost
2.				0

	Project Components	Source of Funding: (A) Grant Request	Source of Funding: (B) Matching Share	(C) Total Cost
3.				0

	Project Components	Source of Funding: (A) Grant Request	Source of Funding: (B) Matching Share	(C) Total Cost
--	--------------------	--------------------------------------	---------------------------------------	----------------

Final Touches

If you have completed all the required tasks, the SUBMIT button will be green. At this point you can click the REVIEW button to see the whole application as one document. (See next slide) The REVIEW button is always gray.

Back to application

Recreational Trails Program (RTP)

Bridge to NoWhere

ID: 0000000003

Additional Required Project Information Form

Project Design (optional)

Applicant Ownership (optional)

Letters of Support (optional)

Miscellaneous Attachments (optional)

Miscellaneous Documents (optional)

5 of 5 required tasks complete

Last edited: Aug 6 2020 03:21 PM (MDT)

REVIEW **SUBMIT**

Completed Aug 6 2020 03:21 PM (MDT)

RTP Specific

Please select one of the following:

Non-Motorized

Project Name

Bridge

INSTRUCTIONS:

This survey is a requirement for funding from the Federal Highway Administration Trails Program. Please complete all items. Only those projects selected by FHWA for their approval.

1. Land Use

a. Briefly describe the land use in the project area. Attach a land use trail use

b. Is the project consistent with management/development plans?

Yes

Name of Plan

SCORP

< Back to application

When you are ready to submit

SUBMIT YOUR APPLICATION

If you need to go back and EDIT

Download

DOWNLOAD

Your tasks

Application Round

100.0% complete

Last edited: Aug 6 2020 03:21 PM (MDT)



RTP Eligibility Form

Completed: Aug 6 2020

RTP Prerequisites to Application

The following questions will determine eligibility to continue the application process.

Recreational Trails Program (RTP) Requirements

For RTP projects only – A 20% match is required with 5% of the total project being non-federal money.

Motorized Equipment

Please identify if this application is for motorized equipment

Review will show your application in PDF format for easy viewing of the document. This is how the committee will see your application . . . check for duplication and continuity. You can still go back into the application for edits at this point.

Submitting your Application

The system always asks to confirm your action (are you sure?)

No Review

✕

Submit application

Please confirm submission of your application.

If you wish to take a look at the application before submitting, please **Review** it.

CANCEL

REVIEW

SUBMIT

Review

✕

Submit application

Please confirm submission of your application.

CANCEL

SUBMIT

Submit application

Please confirm submission of your application.

CANCEL SUBMIT

Application Submitted!

Thank you for submitting your application.

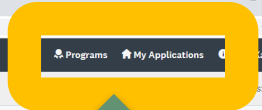
Go to My Applications

View my applications



Idaho Department of Parks and Recreation

Programs My Applications Kathy Muir



Idaho Department of Parks and Recreation

Eligible Programs

Recreational Trails Program (RTP)

See my application MORE >



All Applications

Recreational Trails Program (RTP)

Bridge to NoWhere

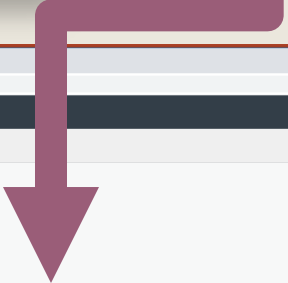
0000000003

SUBMITTED

VIEW

Submitted on: Aug 6 2020 03:24 PM (MDT)

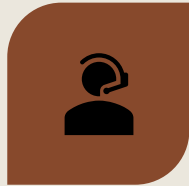
Click "Programs" to get back to the place to start an application



FEATURES



COLLABORATORS



HELP DESK



RESOURCES



WEBSITE



CONTACT
INFORMATION

Collaborators – People you may want to share your application with for review or editing purposes

Submitted

Submitted on: Aug 6 2020 03:24 PM (MDT)

Recreational Trails Program (RTP) [🔗](#)

Bridge to NoWhere

ID: 0000000003

Preview [⋮](#)

Download

APPLICATION ACTIVITY

Previous tasks

- ✓ RTP Eligibility Form
Completed on: Aug 6 2020 02:25 PM (MDT)
- ✓ Fill out your application form
Completed on: Aug 6 2020 02:25 PM (MDT)

Add collaborator

Collaborators

Add collaborators to view or contribute to your application

Email address of collaborators Separate addresses by commas

Type of access

View & edit View only

Message (optional)

SEND INVITE

You may allow Collaborators to “view and edit” or “view”

Request to collaborate on Chainsaws



noreply@mail.smapply.net
To: Adam Straubinger

Reply Reply All Forward

Mon 9/28/2020 8:15 AM

If there are problems with how this message is displayed, click here to view it in a web browser.
Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Idaho Department of Parks and Recreation

Dear Adam Straubinger,

Kathy Muir has invited you to collaborate on their application, **Chainsaws**, for the following program, **Recreational Trails Program (RTP)**.

Please click on the link below to accept the invitation to collaborate on this application.

Thank you,
Kathy Muir

Message from Kathy Muir:
One more time

[Join now](#)

Please copy and paste this URL into your browser's address bar:

[/acc/c/22d4c961-5811-4ba2-994b-2340c5dde57b/](#)

from [Idaho Department of Parks and Recreation](#).

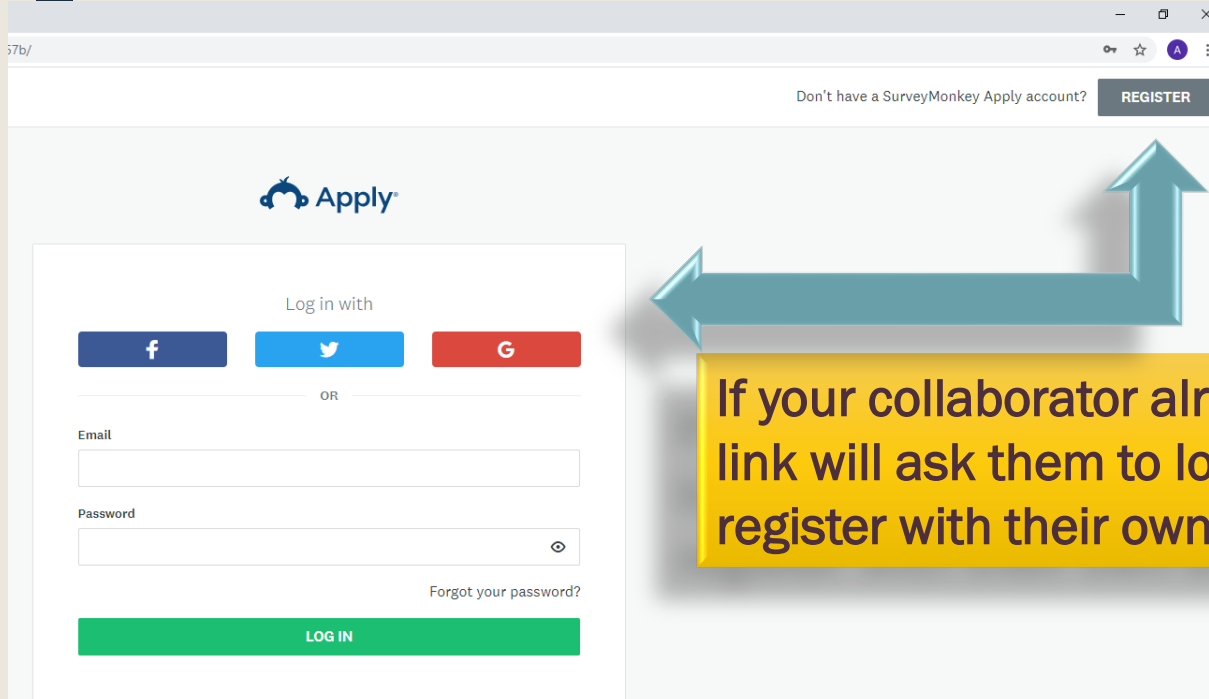
[unsubscribe](#) | [Terms](#) | [Privacy](#)

powered by

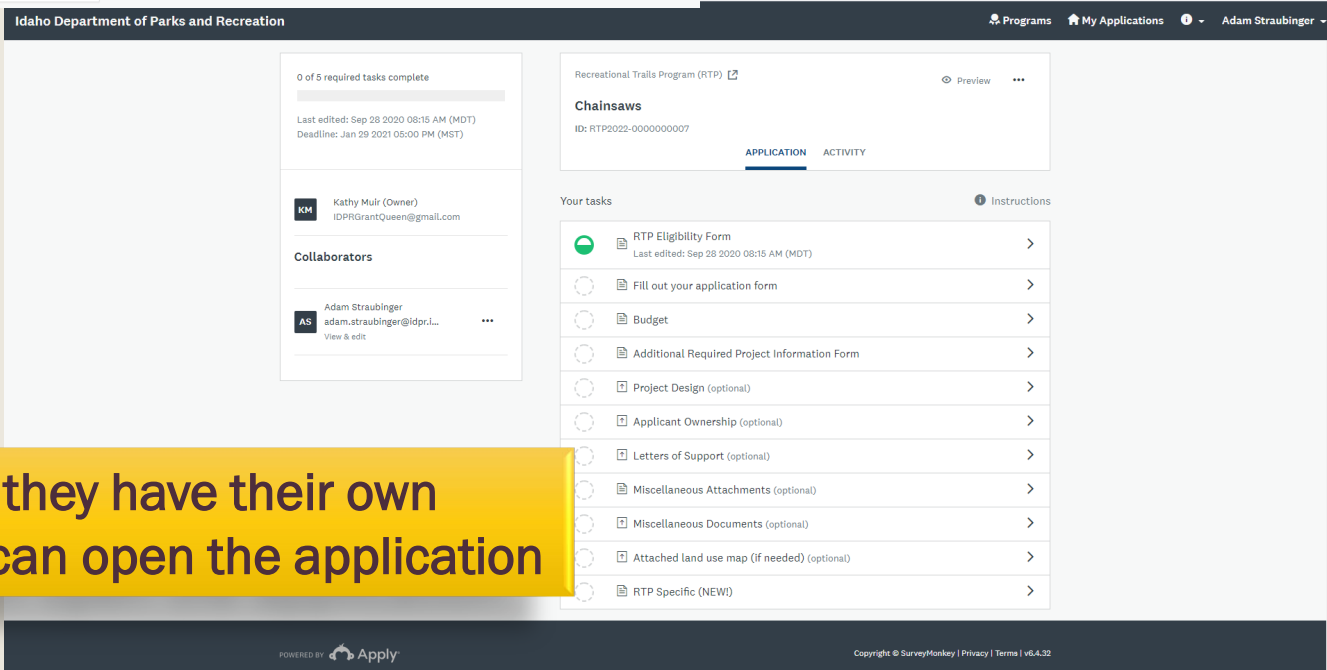
Right-click or tap and hold to open options

This folder is up to date. Connected to: Microsoft Exchange

Your collaborator will receive an email with a link to your application. They must have a login to access the system.



If your collaborator already has an account the link will ask them to log in. If not, they need to register with their own email and password.



When they login they have their own dashboard and can open the application

[← Back to application](#)

[Recreational Trails Program \(RTP\)](#)

Chainsaws

ID: RTP2022-000000007

- RTP Eligibility Form [→](#)
- Fill out your application form
- Budget
- Additional Required Project Information Form
- Project Design (optional)
- Applicant Ownership (optional)

0 of 5 required tasks complete

Last edited: Sep 28 2020 08:15 AM (MDT)
Deadline: Jan 29 2021 05:00 PM (MST)

RTP Eligibility Form

RTP Prerequisites to Application

The following questions must be answered before you can apply for funding.

Recreational Trails Program
For RTP projects that require a match of state or federal money.

Motorized Equipment
Please identify if you are requesting funding for motorized equipment.

- For ORMV, RTP projects that require a match of state or federal money, motorized equipment over \$1,000 (each) and under \$50,000 (each) shall require a minimum of 50% matching funds to be eligible for funding under Board Policy.

Program Match Requirements

Equipment Value
Motorized equipment valued between \$1,000 and \$50,000 requires at least 50% match

Motorized Equipment Value \$

[SAVE & CONTINUE EDITING](#) [MARK AS COMPLETE](#)

If you have completed the task, your collaborator will need to click the edit button to make any changes (if they have editing rights).

If you are in the application tasks editing, you will not see the collaborator button.

The image shows a screenshot of a web application interface for editing a grant application. The interface is divided into several sections:

- Top Left:** A navigation bar with a button labeled "Back to application" circled in yellow.
- Header:** "DPR GRANT APPLICATION" with a progress indicator at 0%.
- Form Fields:** Fields for "Applicant Agency name", "Address line 1", "Address line 2", "City", "State", and "Zip".
- Task List:** A list of tasks on the left side, including "ORMV Eligibility Form" (checked), "Fill out your application form", "Budget", "Letter(s) of commitment (optional)", "Additional Required Project Information Form", and "Project Design (optional)".
- Bottom Left:** A "Please provide" section with fields for "Name of Company", "Title of Contact", and "Address Line", and an "Add collaborator" button.
- Bottom Right:** A "Your tasks" section with a list of tasks and their completion status.

A purple callout box with the text "Click 'Back to Application'" has a blue arrow pointing to the "Back to application" button. Another blue arrow points from the "Add collaborator" button to the "Please provide" section.

Back to application

Click "Back to Application"

Off-Road Motor Vehicle Fund (ORMV)
SnoBunny Trail Equipment
ID: MV2022-000000003

ORMV Eligibility Form

Fill out your application form

Budget

Letter(s) of commitment (optional)

Additional Required Project Information Form

Project Design (optional)

1 of 4 required tasks complete

Last edited: Sep 24 2020 01:42 PM (MDT)

REVIEW **SUBMIT**

DPR GRANT APPLICATION 0%

READ instructions carefully before completing this application.

Applicant Agency:

Applicant Agency name:

Address line 1:

Address line 2:

City:

State:

Zip:

Please provide:

Name of Company:

Title of Contact:

Address Line:

Last edited: Sep 24 2020 01:42 PM (MDT)

REVIEW **SUBMIT**

Add collaborator

Off-Road Motor Vehicle Fund (O...

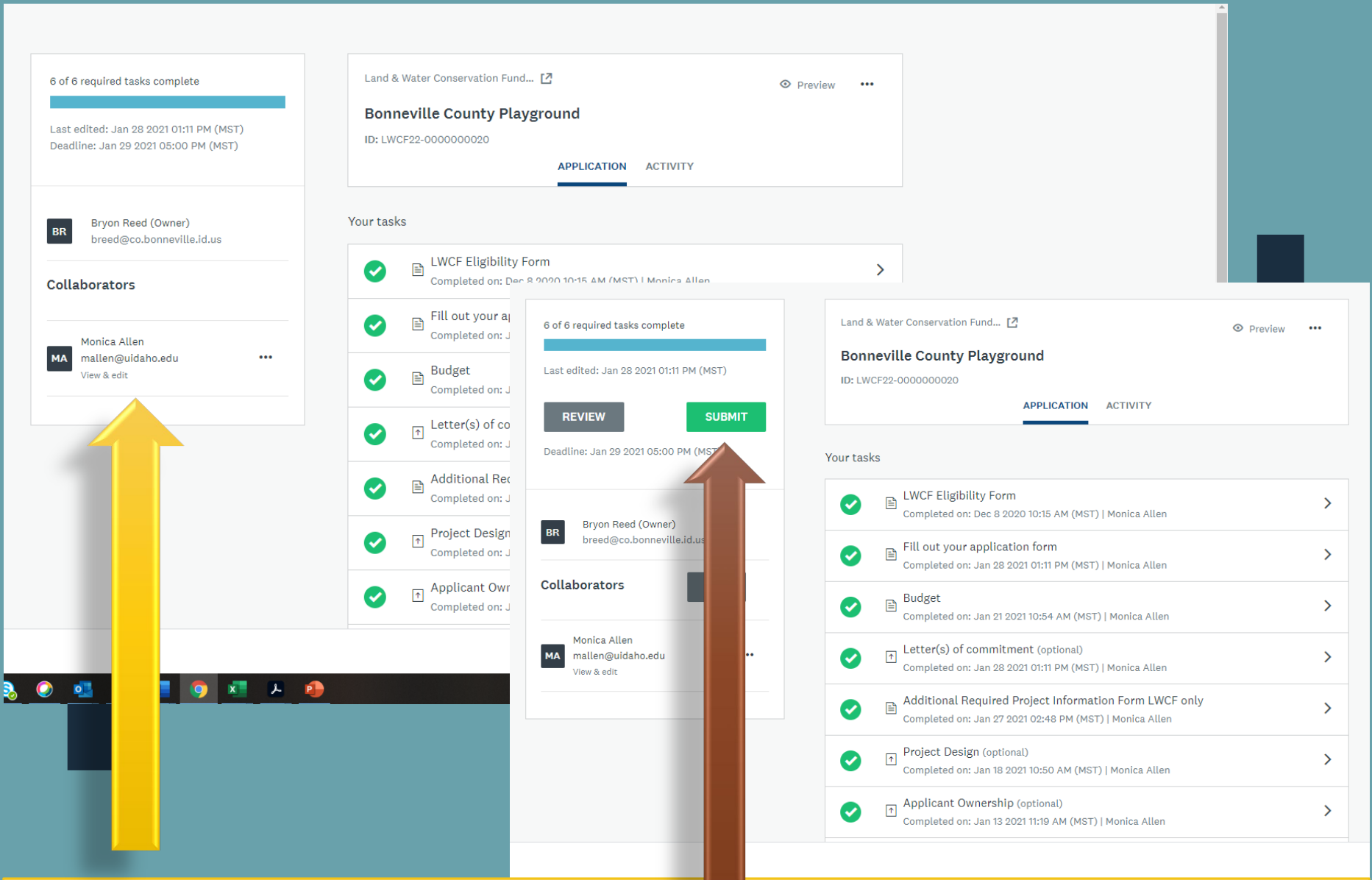
SnoBunny Trail Equipment

ID: MV2022-000000003

APPLICATION **ACTIVITY**

Your tasks

- ORMV Eligibility Form
Completed on: Sep 24 2020 01:42 PM (MDT)
- Fill out your application form
- Budget
- Letter(s) of commitment (optional)
- Additional Required Project Information Form
- Project Design (optional)
- Applicant Ownership (optional)
- Letters of Support (optional)
- Miscellaneous Attachments (optional)
- Miscellaneous Documents (optional)



A collaborator does not have authority to submit an application. Only the “owner” of the application will see the SUBMIT button. The owner of the application must be someone from the agency receiving the funds.

My Applications - Idaho Departm x +

idaho.smapply.io/prog/

Programs My Applications Kathy Muir

Questions about a program or information on this site?
Contact the site administrator

Need help with using SurveyMonkey Apply?
Check out the FAQ

Having technical issues with this site?
Fill in a support request form

Recreational Trails Program (RTP)
Bridge to NoWhere
0000000003

Dropdown list for Help Desk function has three options. One is a FAQ that may help you resolve issues without contacting a person – choose wisely. Most likely calling IDPR staff is the best solution.

Helpdesk opens a new tab. To get back to your dashboard, click on "my application" tab

My Applications - Idaho Departm x Applicant, Recommender, and R x +

help.smapply.io/en-us/sections/115000366434-Applicant-Recommender-and-Reviewer-FAQ

Implementation & Training Webinars Glossary Release Notes Contact Support Sign in

SurveyMonkey Apply > FAQ & Troubleshooting > Applicant, Recommender, and Reviewer FAQ

Search

Applicant, Recommender, and Reviewer FAQ

Follow

- General Account FAQ
- Completing an Application FAQ
- Managing your Organization FAQ
- Providing a Recommendation FAQ
- Reviewing Applications FAQ
- How to Ensure Emails Are Received from SurveyMonkey Apply

SurveyMonkey Apply English (US)

Type here to search

Type here to search

3:29 PM 8/6/2020

All Applications ▾

Recreational Trails Program (RTP)
Bridge to NoWhere
0000000003
Deadline: Jan 29 2021 05:00 PM (MST)

✓ SUBMITTED

VIEW

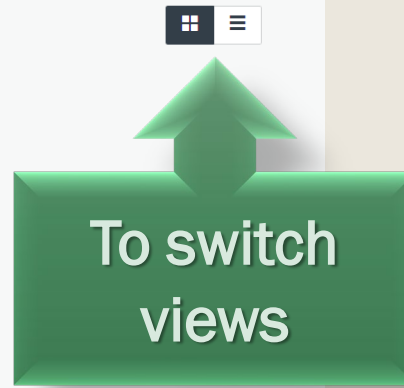
Submitted on: Aug 6 2020 03:24 PM (MDT)

Recreational Trails Program (RTP)
Skipping Trail
RTP2022-0000000004
Deadline: Jan 29 2021 05:00 PM (MST)

0 of 2 required tasks complete

CONTINUE

Last edited: Aug 10 2020 08:29 AM (MDT)



Views Boxes or Rows?

All Applications ▾



0 Actions ▾

<input type="checkbox"/>	Program	Application	Deadline	Status	Completion	Last edited	
<input type="checkbox"/>	Recreational Trails Program (RTP)	Bridge to NoWhere	Jan 29 2021 05:00 PM (MST)	✓ Submitted		Aug 6 2020 03:24 PM (MDT)	VIEW
<input type="checkbox"/>	Recreational Trails Program (RTP)	Skipping Trail	Jan 29 2021 05:00 PM (MST)		0 of 2 required tasks complete	Aug 10 2020 08:29 AM (MDT)	CONTINUE

To start an application, click on the "View Programs" button at the bottom of this page.

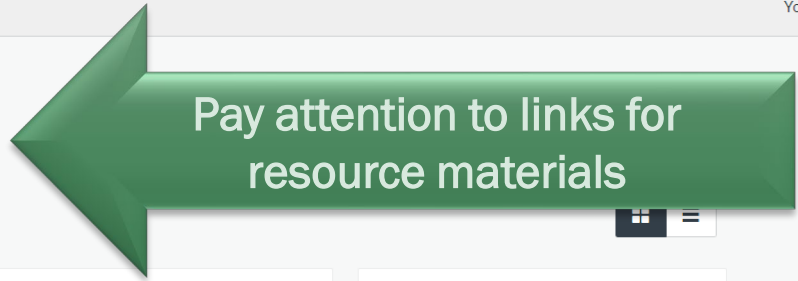
Eligible Programs ▾

Search programs..



Program	Open date	Deadline	
Mountain Bike Plate Fund (BK)	Oct 1 2020 12:00 AM (MDT)	Jan 29 2021 05:00 PM (MST)	MORE >
Recreational Trails Program (RTP)	Oct 1 2020 12:00 AM (MDT)	Jan 29 2021 05:00 PM (MST)	2 Applications MORE >

Please [click here](#) for the current Grant Guidance Manual



All Applications ▾

Recreational Trails Program (RTP)
Bridge to NoWhere
000000003
Deadline: Jan 29 2021 05:00 PM (MST)

✓ SUBMITTED

VIEW

Submitted on: Aug 6 2020 03:24 PM (MDT)

1 of 5 required tasks complete

CONTINUE

Last edited: Aug 21 2020 09:58 AM (MDT)

2 of 4 required tasks complete

CONTINUE

Last edited: Aug 21 2020 09:16 AM (MDT)

Waterways Improvement Fund (WIF)
000000001
Deadline: Jan 29 2021 12:00 AM (MST)



FORMS

[Back to application](#)

Waterways Improvement Fund (WIF)
000000001
ID: 000000001

- WIF Eligibility Form
- Fill out your application form
- Budget
- Letter(s) of commitment (optional)
- Additional Required Project Information Form
- Project Design (optional)

1 of 5 required tasks complete

WIF Specific

Task instructions [Hide](#)

SIGNATURE OF COUNTY WATERWAYS COMMITTEE CHAIRMAN: All applications for construction MUST have the signature of the chairman of the County Waterways Committee. No waterways improvements will be constructed in any county of the state without this approval. The signature does not obligate the county to any legal responsibilities regarding non-county applications. The signature certifies compliance with the Idaho Code and ensures that the application meets the county's waterways improvement planning requirements.

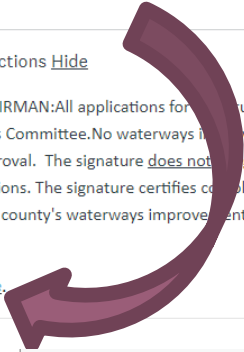
For a copy of the signature form, please [click here](#).

County Waterways Committee Chair details:

Please print name here:

Date:

County Waterways Signature



WIF Specific: Waterways Improv... IDPR Use Only ETP Specific Caribou Tail Loop Connector (E... X

County_Waterways_Signature_Page(2013).pdf

1 / 1

IDAHO DEPARTMENT OF PARKS AND RECREATION (IDPR)
WIF GRANT APPLICATION Signature Page

Applicant Agency: _____

Contact Person: Name _____ Title _____
Daytime Phone _____ Cell Phone _____ Fax _____
E-Mail _____
County (where project is located): _____
Common name of project: _____

Grant Amount Requested: \$ _____ Match Amount Committed: \$ _____

FOR WATERWAYS IMPROVEMENT GRANTS ONLY

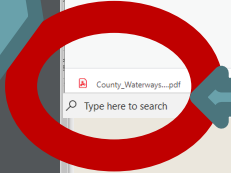
The County Waterways Committee agrees and understands that this application meets the county's waterways improvement planning requirements.

Waterways Committee Chair _____ Please Print Name Here _____

County_Waterways.pdf

Type here to search

Print or Download



“Click Here”
Opens the file at bottom left corner of your screen.

When you click on the PDF file it opens new tab

[Back to application](#)

Waterways Improvement Fund (WIF)
000000001
ID: 000000001

- WIF Eligibility Form
- Fill out your application form
- Budget
- Letter(s) of commitment (optional)
- Additional Required Project Information Form
- Project Design (optional)

1 of 5 required tasks complete

Last edited: Aug 31 2020 03:26 PM (MDT)

Task instructions [Hide](#)

SIGNATURE OF COUNTY WATERWAYS COMMITTEE CHAIRMAN: All applications for construction MUST have the signature of the chairman of the County Waterways Committee. No waterways improvements will be constructed in any county of the state without this approval. The signature does not obligate the county to any legal responsibilities regarding non-county applications. The signature certifies compliance with the Idaho Code and ensures that the application meets the county's waterways improvement planning requirements.

For a copy of the signature form, please [click here](#).

County Waterways Committee Chair details:

Please print name here:

Date:

County Waterways Signature

If this application is for development of a site in the Waterways Improvement Fund, a signature from the County Waterways Committee Chair is required.

NOTE: Once the file name is displayed beside the "Choose File" button, this task is completed and

The system is set to open and close at certain times. The deadline is:

January 27, 2023 at 5:00 p.m.

Mountain Time. The system will close and you will not be able to complete your application if you wait beyond that time!!

Cutthroat Plate Fund (CP)
Accepting applications from Oct 1 2020 12:00 AM (MDT) to Jan 29 2021 05:00 PM (MST)
Construction and maintenance of non-motorized boating access facilities for anglers
POWERED BY [MORE >](#)

Land & Water Conservation Fund (LWCF)
Accepting applications from Oct 1 2020 12:00 AM (MDT) to Jan 29 2021 05:00 PM (MST)
IDPR is the pass-through agency for federal funds distributed through the National Park Service.
Copyright © SurveyMonkey | [Privacy](#) | [Terms](#) | [V](#) [MORE >](#)

Mountain Bike Plate Fund (BK)
Accepting applications from Oct 1 2020 12:00 AM (MDT) to Jan 29 2021 05:00 PM (MST)
The Mountain Bike Plate Fund was created in 2011 and is funded from a portion of the registration fee for each specialty plate.
[MORE >](#)

Recreational Road & Bridge Fund (RRBF)
Accepting applications from Oct 1 2020 12:00 AM (MDT) to Jan 29 2021 05:00 PM (MST)
Road & Bridge is funded from a portion of the total state gas tax revenues.
[MORE >](#)

Recreational Vehicle Account (RV)
Accepting applications from Oct 1 2020 12:00 AM (MDT) to Jan 29 2021 05:00 PM (MST)
The Idaho Recreational Vehicle (RV) Program was established by the 1985 Idaho Legislature in response to requests from RV users to receive benefits from the registration fees they pay.
[MORE >](#)

Waterways Improvement Fund (WIF)
Accepting applications from Oct 1 2020 12:00 AM (MDT) to Jan 29 2021 05:00 PM (MST)
The WIF is funded annually with a portion of the total state gas tax revenues.
[MORE >](#)

More Info



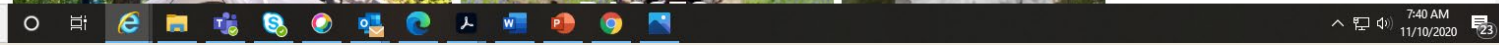
DEPARTMENT OF PARKS AND RECREATION

Parks ▾ Activities ▾ Camping Registration & Permits About Parks & Rec ▾ News ▾

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- Employment At IDPR
- Grants and Funding
- The Idaho Parks and Recreation Board
- Idaho Recreation and Tourism Initiative
- Shop

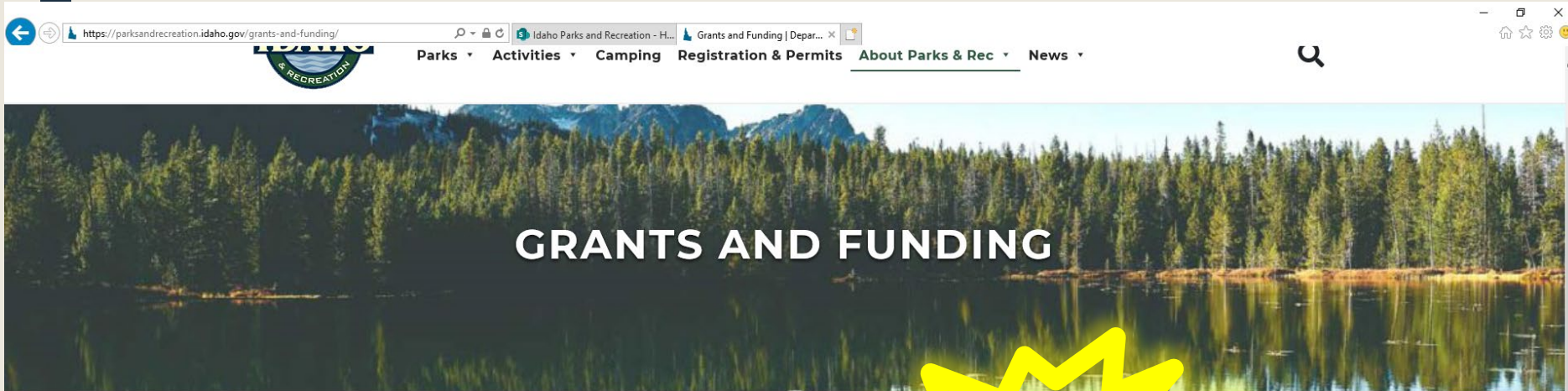


Improving the quality of life in Idaho through outdoor recreation & resource stewardship



<https://parksandrecreation.idaho.gov>

https://parksandrecreation.idaho.gov/grants-and-funding



[Home](#) / Grants and Funding

The Idaho Department of Parks and Recreation provides a variety of funding programs and grants to government entities in Idaho for the provision of equipment and for the creation and renovation of outdoor recreational facilities. For more information about individual grant programs, check out the tabs to the left.

Grant Rules

[Rules governing the administration of the IDPR State and Federal Grants](#)

Grant Manual and Application

[FY 2022 Recreational Grant Program Guidance](#)

2020 Grant Trainings

- [Application Tips & Guidelines](#)
- [Intro to IDPR Grant Programs](#)
- [Intro to Survey Monkey Apply!](#)
- [Land & Water Conservation Fund Program](#)

Now Accepting Applications for 2020 Grant Advisory Committees

If you are interested in applying, please call or email Grant Manager, Kathy Muir Kathy.Muir@idpr.idaho.gov



[Apply for Funding](#)

[Land and Water Conservation Fund](#)

[Motorbike Program](#)

APPLY FOR FUNDING

[Home](#) / [Grants and Funding](#) / [Apply for Funding](#)

Apply for Funding

Applying for grants just got easier. You can access the application site from your computer, tablet, or mobile device. For a quick tutorial to set up your account and get started visit the training module once inside the site or download a [quick PDF tutorial](#). To access the site click the "apply" button on this page.

[Apply Now](#)

Events/Training/Deadlines

Please contact IDPR grant staff if you need consultation. We are happy to assist you through the grant application process. The application window opens in October and ends the last Friday in January. Contact us for exact dates. If you are interest in attending a grant workshop, please email grants@idpr.idaho.gov

- [Apply for Funding](#)
- [Land and Water Conservation Fund](#)
- [Motorbike Program](#)
- [Off-Road Motor Vehicle \(ORMV\)](#)
- [Recreational Road](#)
- [Recreational Trails](#)
- [Recreational Vehicle](#)
- [Waterways Improvement](#)





For help or additional information, please contact department staff in your area.

North Region Grant Specialist (Districts 1 & 2)
Tiffany Brunson (208) 415-3396
tiffany.brunson@idpr.idaho.gov

South Region Grant Officer (Districts 3 & 4)
Kellie Joyce (208) 514-2432
kellie.joyce@idpr.idaho.gov

East Region Grant Specialist (Districts 5 & 6)
Shelly Smith (208) 701-7077
shelly.smith@idpr.idaho.gov

**Land & Water Conservation Fund Contact
for all Regions (Statewide)**
State & Federal Grant Program Manager
Kathy Muir (208) 514-2431
kathy.muir@idpr.idaho.gov