



Iowa Department of Natural Resources
Application for Funds from the State Snowmobile Fund

Snowmobile Grant Application

Application Checklist - Required Documents for Review Consideration

- 1 signed original and 5 copies** of the completed Snowmobile Trail Grant Application
 Original & copies should be placed unfolded in an 8 ½ x 11 or larger manila envelope.
<http://www.iowadnr.gov/Things-to-Do/Snowmobiles/Snowmobile-Grants>

OR

- Application is being submitted electronically.**
 Trail maps and groomer pictures can be mailed or sent electronically.

A completed Snowmobile Trail Grant Application must include the following:

- Colored Trail Maps**
 Mark areas for new or changed structures/development. Include GPS coordinates if available.
- Itemized Budget for Operational Expenses**
 Standard maintenance award is \$500.00 If additional funds are requested, you must justify the need and the amount. Use of an online price listing can be used to meet this requirement.
- Groomer, Drag, Tracks and Blade Pictures**
 Include pictures as noted on page 3.
- Bid Documentation**
 Minimum 1 bid and/or quote for any preseason repair.
 Minimum 1 bid and/or quote for purchases over \$500.00.
- Itemized Trail Development Expenses**
 Failure to provide justification for items within your itemized budget will disqualify that item for funding.
- Completed and Signed Minority Impact Statement**
- Copies of Leases or Easements on Permanent Bridges**
 Must be submitted annually.
- Prepayment**
 If a prepayment is being requested, indicate this on the application and specify the cost of the bond.

Annually	Item Requested or Action Due
January	Grant Applications Available on DNR Webpage
May 1	Grant Application Due to DNR- must be received by 4:30 pm
May/June	Grant Review and Selection Meeting Date
June	Director Approval of Award Recommendations Emailed to Applicants
July	Grant and Equipment Agreements Emailed to Applicants
July	Signed Agreements Due back to DNR from the Applicant
August	Signed Agreements Scanned and Emailed to Applicants



Iowa Department of Natural Resources
Application for Funds from the State Snowmobile Fund

The snowmobile trail grant application constitutes a formal request for a cooperative agreement with the Iowa Department of Natural Resources to acquire, develop, and/or maintain snowmobile trail grooming equipment and/or trail facilities. **Six applications (1 original, 5 copies) must be received by 4:30 pm, May 1 annually.**

Rhonda Fowler
 Snowmobile Program
 Iowa Department of Natural Resources
 502 E 9th Street
 Des Moines, Iowa 50319

Agency or Club Name		
Official Mailing Address for Club or Agency	City/State	Zip
Name of Elected Officer, Title	Signature	
Name of Primary Grant Contact	Date	
Home Phone	Work	Cell
Email Address (required)		

Name of Alternate Contact		
Mailing Address	City/State	Zip
Home Phone	Work	Cell
Email Address (required)		

TOTAL GRANT AMOUNT REQUESTED (From Section B1-B3 of Application)

1. Equipment Lease Fees	\$ _____
2. Operations Expenses	\$ _____
3. Existing Trail Development Expenses	\$ _____
4. Cost of bond if requesting prepayment	\$ _____
Total Grant Request	\$ _____



Iowa Department of Natural Resources
Application for Funds from the State Snowmobile Fund

SECTION A - GROOMER EQUIPMENT (if applicable)

In this Section provide information on the groomer used by your club. Indicate whether your club shares a groomer with another club.

Groomer Make and Model Number	Drag Make & Model Number
VIN/Serial Number	VIN/Serial Number
Year of Groomer	Hours/Miles on Groomer
Owned by DNR or Club	Club Groomer Shared With
Miles of Signed Trails: Primary: _____ (Groomed & Signed)	Secondary: _____ (Typically not groomed)

Include with this application the following pictures, as applicable: front, both sides, and top of groomer; drag: both attached and detached from the groomer; tracks; and the blade.

SECTION B – BUDGET REQUEST

This Section requests information on your club’s estimated budget needs for the upcoming grooming season. Please be as complete and concise as possible when putting together your request. Every effort will be made to ensure your club has the necessary funds to operate in the upcoming grooming season.

B1. Leased Equipment

Lease fees on equipment for snowmobile trail grooming are eligible for Grant funds to clubs that do not have groomers at their disposal. Provide information on the lease rate and total estimated fee.

Equipment Make and Model Number
Equipment Owner Contact Information
Name
Official Mailing Address
City
Zip Code
Phone
Cell
Email Address
Operated by
Season Lease Fees Requested \$ _____
Beginning Date of Proposed Lease _____
Ending Date of Proposed Lease _____



Iowa Department of Natural Resources
Application for Funds from the State Snowmobile Fund

B3. Trail Development Expenses (Existing Trails)

Use the space below or a separate sheet of paper to provide a justification and detailed cost breakdown for each item you are requesting funding. Include a colored map indicating location of any needed repair or upkeep. Include GPS coordinates if available. Trail development expenses include materials for fence openings, gates and bridges. If approved, material costs and installation will only be reimbursed up to the amount approved by the Grant Review and Selection Committee.

If you are not requesting trail development expenses, you do not need to include this page.

Category	Number Requested		Amount per Each Request		Total for Category	Lease or Easement in Place?
Fence Openings		x	\$	=	\$	
		x	\$	=	\$	
Gates		x	\$	=	\$	
		x	\$	=	\$	
Temporary Bridges		x	\$	=	\$	
		x	\$	=	\$	
Permanent Bridges		x	\$	=	\$	
		x	\$	=	\$	
		x	\$	=	\$	
		x	\$	=	\$	

Total Requested Existing Trail Development Expenses \$ _____

Justification for All Trail Development Expenses: (use the space below and additional sheets if necessary)



Iowa Department of Natural Resources
Application for Funds from the State Snowmobile Fund

B4. New Trail Development Expenses (Trails to be added to the system)

Use the space below or a separate sheet of paper to provide a justification and detailed cost breakdown for each item you are requesting funding. Include a colored map indicating location of any new or changed development. Include GPS coordinates if available. Trail development expenses include materials for fence openings, gates and bridges (new bridges must meet the approval of the local jurisdiction; include copies of all leases or easements and a sketch of bridge design). If approved, material costs and installation will only be reimbursed up to the amount approved by the Grant Review and Selection Committee.

If you are not requesting new trail development, you do not need to include this page.

Category	Number Requested		Amount per Each Request		Total for Category	Lease or Easement in Place?
Fence Openings		x	\$	=	\$	
		x	\$	=	\$	
Gates		x	\$	=	\$	
		x	\$	=	\$	
Temporary Bridges		x	\$	=	\$	
		x	\$	=	\$	
Permanent Bridges		x	\$	=	\$	
		x	\$	=	\$	
		x	\$	=	\$	
		x	\$	=	\$	

Total Requested New Trail Development Expenses \$ _____

Justification for All Trail Development Expenses: (use the space below and additional sheets if necessary)



Iowa Department of Natural Resources
Application for Funds from the State Snowmobile Fund

B5. Grooming Equipment Justification Request- Optional

Use the space below or a separate sheet of paper to detail how the needs of your club would be better met by updating or replacing your existing grooming equipment, which includes blades and drags. Please specify the make and model of the grooming equipment, drag and/or blade you would like.

This information will be evaluated separate from the other parts of this grant application, but needs to be provided with your grant application if you want to be considered for a groomer update or replacement. Clubs must submit requests annually if request is not awarded.

The list of requested equipment will be prioritized annually, when money for equipment purchases is available.

If you do not need to update or replace any grooming equipment you do not need to complete this section.



Iowa Department of Natural Resources
Application for Funds from the State Snowmobile Fund

SECTION C - MINORITY IMPACT STATEMENT

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code Section 8.11, all grant applications submitted to the State of Iowa which are due beginning January 1, 2009 shall include a Minority Impact Statement. This is the state's mechanism to require grant applicants to consider the potential impact of the grant project's proposed programs or policies on minority groups.

Please choose the statement(s) that pertains to this grant application. Complete all the information requested for the chosen statement(s).

The proposed grant project programs or policies could have a disproportionate or unique **positive** impact on minority persons.

Describe the positive impact expected from this project

Indicate which group is impacted:

- Women
- Persons with a Disability
- Blacks
- Latinos
- Asians
- Pacific Islanders
- American Indians
- Alaskan Native Americans
- Other

The proposed grant project programs or policies could have a disproportionate or unique **negative** impact on minority persons.

Describe the negative impact expected from this project

Present the rationale for the existence of the proposed program or policy.

Provide evidence of consultation of representatives of the minority groups impacted.

Indicate which group is impacted:

- Women
- Persons with a Disability
- Blacks
- Latinos
- Asians
- Pacific Islanders
- American Indians
- Alaskan Native Americans
- Other

The proposed grant project programs or policies are **not expected to have** a disproportionate or unique impact on minority persons.

Present the rationale for determining no impact.

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge:

Name: _____

Title: _____



Iowa Department of Natural Resources
Application for Funds from the State Snowmobile Fund

Minority Impact Statement Definitions

“Minority Persons”, as defined in Iowa Code Section 8.11, mean individuals who are women, persons with a disability, Blacks, Latinos, Asians or Pacific Islanders, American Indians, and Alaskan Native Americans.

“Disability”, as defined in Iowa Code Section 15.102, subsection 5, paragraph “b”, subparagraph (1):

b. As used in this subsection:

- (1) “Disability” means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

“Disability” does not include any of the following:

- (a) Homosexuality or bisexuality.
- (b) Transvestism, transsexualism, pedophilia, exhibitionism, voyeurism, gender identity disorders not resulting from physical impairments or other sexual behavior disorders.
- (c) Compulsive gambling, kleptomania, or pyromania.
- (d) Psychoactive substance abuse disorders resulting from current illegal use of drugs.

“State Agency”, as defined in Iowa Code Section 8.11, means a department, board, bureau, commission, or other agency or authority of the State of Iowa.