



## TRAIL GRANT PROGRAM

### DESCRIPTION:

Wisconsin Horse Council (WHC) trail grants are intended only for public trails open to equestrians for riding and/or driving. Applications must be received by February 1. Contact WHC for an application or download it online [www.wisconsinhorsecouncil.org](http://www.wisconsinhorsecouncil.org).

The grants are awarded in three distinct categories: (1) new trail development (2) trail improvements or repairs (3) trail enhancements.

#### 1. NEW TRAIL DEVELOPMENT:

The operative word is “new”; once a trail is open for riding, it is no longer considered a “new” trail. Maximum amount per grant is \$4000.00.

Grants can be used for: (examples)

Trailhead	Bathrooms
New Trails	Well/Water
Shelter	Campsites
Parking lot	Rental fees on equipment plus fuel

#### 2. TRAIL IMPROVEMENTS, OR REPAIRS FOR EXISTING TRAILS

Maximum amount per grant is \$3,000

Grants can be used for: (examples)

All of the above	Linking trails
Signage	Gravel/footing
Culverts	

Trail or structure repairs due to erosion, storm damage, or vandalism.

#### 3. TRAIL ENHANCEMENTS

Maximum amount per grant is \$2,000

Grants can be used for: (examples)

Kiosk Benches  
Mounting blocks  
Picnic tables  
Hitching posts

Trail grant money cannot be used for:

- routine trail maintenance
- administrative or operating expenses
- trails on private property, unless the trails are open for public use and a written agreement between the trail stewards and the private property owner/owners accompany the grant application
- non-equestrian trails
- food for work days,
- thank-you gifts or rewards
- liability insurance for volunteers.
- landscaping materials unless they fulfill a specific trail structure need

Grant money cannot be stock-piled from year to year in order to cover the total costs of a project.

#### APPLICATION REQUIREMENTS:

Application must originate with an equestrian organization. That organization must be a current member of Wisconsin Horse Council. An exception of the membership requirement is made for government entities; however, the trail work must benefit equestrian trail riders. Grants are not awarded to individuals.

#### **The trail(s) must be open to the public and equestrians.**

- Grant application must be postmarked by February 1 for funding within the same year. Approved grants will be awarded by May 1. Applicants are encouraged to apply early, so that WHC has time to fully consider each proposal and obtain additional information or clarification, if needed. Please be sure to complete all parts of the grant application. Late requests will not be considered.
- A letter from the land manager for the trail or the area of work must be included with your application, indicating that he/she is aware of your proposed trail work and your project meets with his/her approval and your group will be permitted to do the project.
- Grants are 50% matching from the applicant organization, allowing the value of donated labor, equipment, materials, and other non-grant monies as part of or the entire share of applicant.
- A log sheet of volunteers and hours worked on the proposed project/trail must be kept and submitted with the completion report.
- A map of the proposed trail/project with a clear description and location of the property and trail must be included with the application.
- Photographs of area where the proposed work is to be done should be included.
- No more than two applications per year will be accepted from the same property, or requesting entity and each grant must be for a different trail/project if for the same property.
- It is strongly suggested that projects be evaluated by a certified trail builder. For information, contact the Wisconsin Horse Council office.

## COMPLETION REPORTS:

Completion reports are due by December 1 of the grant award year. The grant recipient is responsible for preparing a completion report and submitting it to WHC. Items to include with the report are:

1. Photographs of work in progress or completed
2. Copies of receipts for materials or equipment
3. Copies of articles submitted for publication to announce the project completion to the public. All completed projects must submit articles to at least two publications. The WHC newsletter and your local newspaper are recommended publications.
4. Copies of any letters of recognition from the land managers.
5. All projects must install appropriate, permanent signage to acknowledge trail grant money was used for the project, as allowed by land manager rules. If not allowed, reason for denial is to be submitted.
6. Copies of volunteer log sheets.

**If it is not possible to complete the project within the grant year, you should prepare an interim report describing the components of the project completed to date and the expected completion date. A final report is required at the completion of the project. Those groups with previous incomplete grants will not be eligible for grant money until the obligation is met.**

Completion reports, along with the other items, are a crucial part of our grant program. They provide vital information on the trail work done by equestrians, which is information that can be used when meeting with various local, county, and state land managers. In addition, this information may be used to write articles highlighting your efforts, as well as the WHC trail grant program. We all know how critical it is that equestrians receive more recognition for our trail work and land conservation ethics. Wisconsin Horse Council reserves the right to make an on-site inspection of the trail project.