OUTDOOR RECREATION TRAILS+ GRANT

2023 PROGRAM GUIDE

NEW MEXICO
OUTDOOR RECREATION DIVISION

Photo by: Jay Hemphill

The Outdoor Recreation Division works to ensure that all New Mexicans gain from the public health, environmental, and economic benefits of sustainable outdoor recreation.

In 2020, despite headwinds caused by the COVID-19 pandemic, the outdoor recreation industry contributed $1.9 billion to New Mexico's gross domestic product and employed more than 25,000 New Mexicans.

It is our job at the Outdoor Recreation Division (ORD), housed within the Economic Development Department, to grow the outdoor recreation economy in a sustainable way that benefits all New Mexicans. That starts with equitable access to the outdoors, from the Organ Mountains to the Bisti/De-Na-Zin Wilderness.
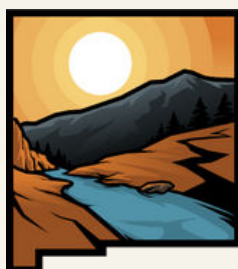
To grow outdoor access for both residents and visitors, as well as preserve these wild places within our state, the legislature, through the ORD, has created the Outdoor Recreation Trails+ Grant.

The grant program has funded 90+ projects across New Mexico since its creation.

This grant invests in conservation-minded shovel-ready projects that are open to the public, increase access to outdoor opportunities, and demonstrate a clear economic benefit to the community through improved quality of life, better public health outcomes, and/or increased eco-tourism.

This program guide is intended as a tool for applicants to apply to the 2023 Outdoor Recreation Trails+ Grant. New funding investments and program changes in 2022 enabled Trails+ to increase both the number and scope of the awarded projects and 2023 promises even more funding support. Read on for more details.

This guide outlines specific requirements and provides examples of eligible projects. To find more information about ORD, visit our website.

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What's new for 2023?

✓ Applications accepted on a rolling basis starting July 1, 2023

✓ 2:1 match offered to rural and **Tribal** applicants (ORD will provide $2 in state funds for every $1 match)

✓ Cross promotion for public outreach: Each awardee will tag ORD (@NMOutdoorRec) in at least one social media post or mention ORD/Trails+ with a link to the ORD website (NMOutside.com). ORD will do at least one mention per awardee.

GRANT OVERVIEW:
Tier 1 Local Projects

GENERAL ELIGIBILITY REQUIREMENTS	• **Eligible Applicants:** Tribes, Pueblos, and Nations; Municipalities; Counties; Nonprofits; Public preschools/schools/districts; Colleges/Universities; Soil and water conservation districts; Acequia and land grant associations. • **Economic Impact:** Project must show demonstrable benefit to the local community, either by attracting and/or retaining residents or attracting visitors. • **Recreation Access:** The project must be open for public use. Note: Projects on tribal lands are eligible and do not have to be open to the general public, but should be open to tribal members.
2023 GRANT CYCLE	Grant opens July 1, 2023. Applications accepted on a rolling basis until funding is expended
DEADLINE	Starting July 1, 2023 until funds are expended. Applicants are highly encouraged to submit early.
AWARD RANGE	$25,000 to $99,999
MATCH REQUIREMENT	1:1 match for urban applicants; 2:1 for applicants in rural and/or Tribal communities. In-kind and/or cash accepted.
CONTRACT AND REPORTING REQUIREMENTS	• Project must be completed within 24 months of the signed contract date. • Grant money will be awarded up front in full after the grant agreement is signed. • Applicant must submit (1) progress report halfway through the grant period and (1) final report after the completion of the project. • Applicant must submit photos and be willing to participate in marketing and promotional efforts. • Grants will be split between tribal, rural, acequia/land grant, and urban communities. • Each awardee is required to tag ORD (@NMOutdoorRec) in at least one social media post or mention ORD/Trails+ with a link to the ORD website (NMOutside.com) within 24 months of the signed contract date.

GRANT OVERVIEW:
Tier 2 Regional Projects

GENERAL ELIGIBILITY REQUIREMENTS	- **Eligible Applicants:** Tribes, Pueblos, and Nations; Municipalities; Counties; Public preschools/schools/districts; Colleges/Universities; Soil and water conservation districts; Acequia and land grant associations. Nonprofits are <u>not eligible</u>. - **Economic Impact:** Project must show demonstrable benefit to the whole region, either by attracting and/or retaining residents or attracting visitors. - **Recreation Access:** The project must be open for public use. It must demonstrate a proven value to the region as a whole. Multi-Tribal, –county, and/or –municipal projects will score highest.
2023 GRANT CYCLE	Grant opens July 1, 2023. Applications accepted on a rolling basis through December 2023 or until funding is expended.
DEADLINE	Starting July 1, 2023 until funds are expended. Applicants are <u>highly</u> encouraged to submit early.
AWARD RANGE	$100,000 to $500,000
MATCH REQUIREMENT	1:1 match for urban applicants; 2:1 for applicants in rural and/or Tribal communities. In-kind and/or cash accepted.
CONTRACT AND REPORTING REQUIREMENTS	- Application will include a virtual or in-person presentation to review committee before being awarded. - Grant money will be awarded up front in full after the grant agreement is signed. - Project must be completed within 24 months of the signed contract date. - Applicant must submit (1) progress report halfway through the grant period and (1) final report after the completion of the project. - Successful completion of the project contingent on an in-person site visit. - Applicant must submit photos and be willing to participate in marketing and promotional efforts. - Each awardee is required to tag ORD (@NMOutdoorRec) in at least one social media post or mention ORD/Trails+ with a link to the ORD website (NMOutside.com) within 24 months of the signed contract date.

ELIGIBLE AND INELIGIBLE EXPENSES

What type of infrastructure projects can you apply for?

ELIGIBLE

- Structures and other infrastructure that enhance public nature-based outdoor recreation;
- Design, survey, and engineering plans;
- Materials and equipment;
- Trail, wayfinding, or other signage;
- Maintenance and improvement to existing outdoor infrastructure;
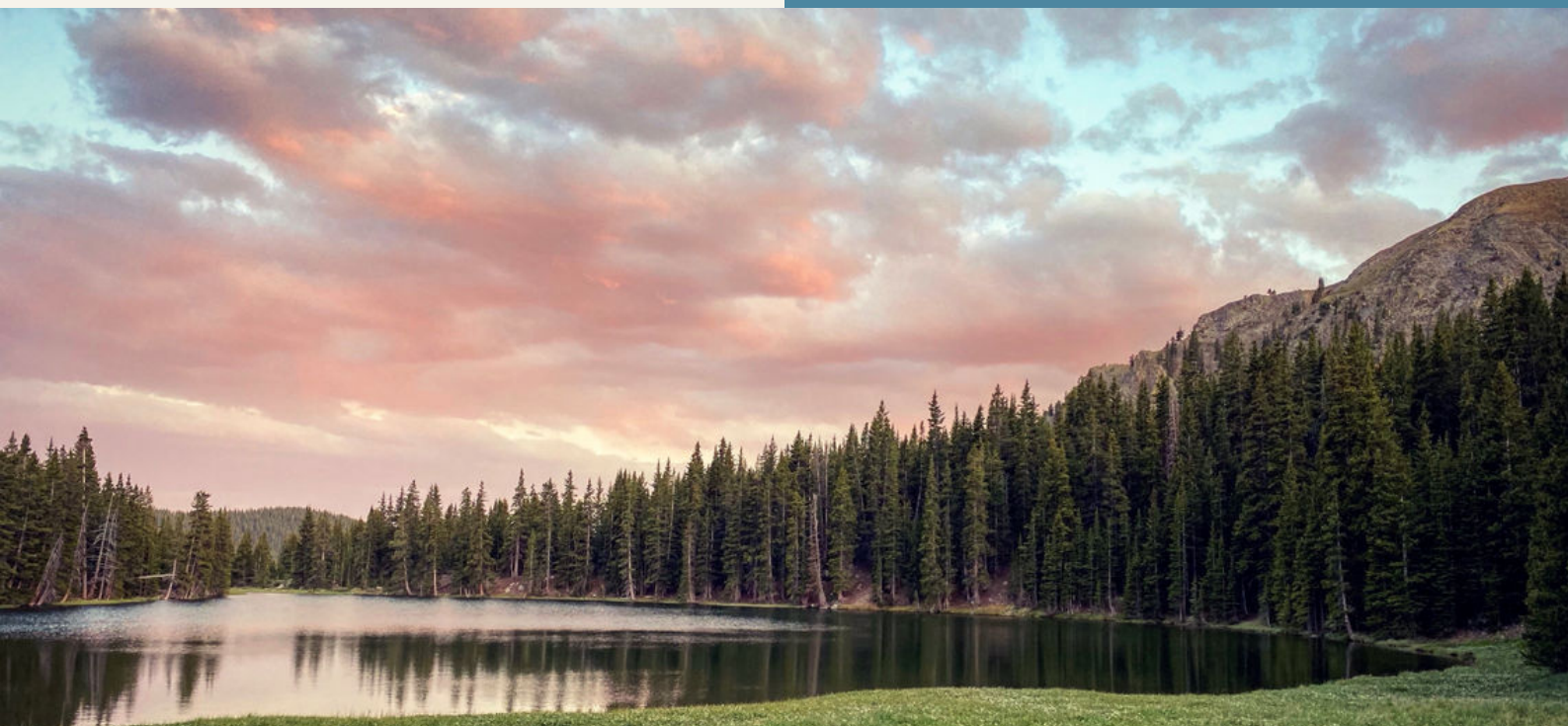- Billed labor.

Examples
- Trail design or construction, signage, river access, whitewater amenities, outdoor classroom infrastructure, trailhead improvements, picnic shelters, wildlife viewing areas.

INELIGIBLE

- Land acquisition;
- Outdoor swimming pools or water parks;
- Recreational facilities such as golf courses, playground structures, and traditional sports facilities (i.e. soccer fields);
- Landscaping and beautification ONLY projects;
- Infrastructure owned by a for-profit entity.

Examples
- Indoor recreation amenities; structures owned by a private business or entity that are not open for public use; developing or enhancing baseball fields.

OUTDOOR RECREATION OPPORTUNITIES

This fund invests in projects that enhance outdoor recreation.
How we define outdoor recreation: Any activity that takes place outside, in a natural environment.

EXAMPLES INCLUDE, BUT ARE NOT LIMITED TO:

Adaptive outdoor recreation of all types.

Trail activities: hiking, backpacking, trail running, horseback riding, hunting etc.

Camping: tent, RV, yurts, etc.

Off-road motorized activities: UTV, ATV, off-road motorcycles, etc.

Nature enjoyment: wildlife viewing, wildlife photography, birdwatching, nature walks, plant identification, etc.

Snow activities: snowboarding, all skiing types, snowshoeing, etc.

Bicycling: road, mountain, gravel, bikepacking, etc.

Water activities: canoeing, kayaking, rafting, stand-up paddle boarding, fishing, etc.

For more examples of eligible projects, read about the past grant recipients here.

Photo by: Jay Hemphill

Are privately owned businesses or state agencies eligible to apply?
No. Neither privately owned businesses nor state agencies are eligible. We encourage partnerships with state agencies and private businesses on these projects, but the application must come from one of the following entities: Tribes, Pueblos, and Nations; Municipalities; Counties; Nonprofits; Public preschools/schools/districts; Colleges/Universities; Soil and water conservation districts; Acequia and land grant associations. Note that nonprofits <u>are not eligible</u> for Tier 2 Regional awards.

Can my organization submit more than one application?
No. Only one submission per entity is allowed. We ask that you not submit multiple applications from different partners for the same project (in an attempt to increase the odds of it being funded). Please submit one application for the project and include letters of support from your partners.

Do in-kind donations and services qualify as match?
Yes. The match component can be any combination of cash or in-kind (i.e. volunteer hours, prior work, purchase of the land, permitting costs, professional staff services, annual maintenance, donated equipment, services, and/or materials). Other funds, both state and federal, can also be used as a match.

How are awardees selected?
1. An external review committee will individually score applications on a rolling basis, as they are submitted.
2. An internal meeting will be held to discuss each top scoring application and make final decisions on awardees.
3. All applicants will receive a notification if they were awarded or declined funding within three months of submitting their applications.
4. Awardees will receive an official notice of the grant award.

What is required of a strong application?
Projects will be scored based on five main categories:

1. Recreational value;
2. Contribution to equitable outdoor access;
3. Environmental and cultural impacts;
4. Economic value;
5. Projects with robust, demonstrable community support (in the form of letters of support, resolutions, MOUs, etc.).

Tier 2 Regional applicants will be required to make a formal presentation to the scoring committee during the application process.

Is the match requirement the same for urban and rural applicants?
No. There is a 1:1 match required from all urban applicants. (See state definition of "urban" on page 3 of this program guide). For rural or tribal applicants, the match is 2:1. For example, if an urban applicant requests $50k in grant funds they would need at least $50k in matching funds; if a rural or tribal applicant requests $50k in grant funds they would need at least $25k in matching funds.

When will I be awarded the grant?
Both Tier 1 Local and Tier 2 Regional projects will be awarded 100% of the grant award up front in full after the grant agreement signing, creation of a purchase order, and invoice submitted. Timeframe can vary depending on how quickly required documents are returned.

When will grant announcements be made?
Awards will be announced on a rolling basis after July 1, 2023. Applicants are highly encouraged to apply early, as the grant will remain open through December or until the fund is spent.

Can I phase my project?
Yes. ORD encourages phasing. Applicants may apply for Trails+ funds for one phase of a project, then reapply for a second phase once the first is complete.

When can I expect to hear back about my application?
You will receive an email from the ORD team within three months of submitting your application informing you whether your project was awarded funding. Both those awarded and declined funding will be notified.

What are the requirements if I receive a grant?
Projects must be completed within 24 months of the signed contract date. The applicant, adhering to a template created by ORD, must submit one progress report halfway through the grant period and a final report after the completion of the project. The applicant must submit photos and be willing to participate in marketing and promotional efforts, including inclusion of ORD logo in project materials. Tier 2 Regional applicants will be expected to host an in-person site visit before successful completion of the project.

Photo by: Michael Clark

- For more information and to access the application, visit the **New Mexico Outdoor Recreation Division website**.

- Be mindful of the **listed word limit for each question.** You will be prevented from submitting if any question is over this limit.

- Double-check the **award amount, budget, and match** to ensure they are accurate.

- Confirm the account the application is submitted from is the **primary contact.** The ORD will send all grant updates to this contact.

- Save your work in the online application frequently. Connection errors can lead to a loss of data that is not recoverable. **Do not rely on autosave.**

- Take **advantage of the "Collaboration" option** in the online application. This allows organizations to select multiple users to work on a submission. This will appear after you log in to your account, in the top right-hand corner of the application page.

- To avoid technical difficulties, **submit early.** If you do run into technical issues with login, your application, or submission, contact Submittable at the bottom of this page.

- Stay up to date on grant updates, webinars, and deadlines by **signing up for our newsletter**.

Photo by: Jay Hemphill

APPLY NOW

GRANT OPENS JULY 1, 2023

CONTACT US WITH QUESTIONS

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