



TRAIL GROUP ASSISTANCE FUND OF THE REGIONAL TRAIL CORPORATION

A fund of \$10,000/year has been established by the Regional Trail Corporation to assist member trail groups. In the event of unforeseen emergency repairs to trails or equipment that cannot be afforded by the trail chapters alone, these funds are available through an application process. Examples of eligible expenses include, but are not limited to, washouts, drainage issues along a trail, equipment failures, fencing needed, etc.

Process

Trail Chapters who would like to apply for funding must complete the attached one-page application. If more space is needed to describe your project, you may continue on the back of the form. If possible please include a photo. The RTC Executive Committee will review and approve the applications. The committee will approve applications via e-mail if an emergency situation may arise. Otherwise, meetings will coincide with RTC board meetings which are the 3rd Wednesday of every month.

A cost estimate shall be provided along with the amount of funds requested. Applications should be limited to \$1,000 or less and/or 50% of the total project cost of a specific project. There is not a match requirement for this funding, but if it is possible please show how this funding will leverage other funding. The committee does have the option of approving an amount that is higher than \$1,000, but that is reserved for extenuating circumstances. Trail groups are requested to apply only once per calendar year to the Fund.

At the conclusion of the repairs, an invoice shall be submitted to the RTC for payment directly to the vendor or a receipt that the funds were paid up front by the trail group, in which case, the check will be made to reimburse the trail group.

These funds will be provided on a first come first served basis. In the event that the entire \$10,000 is not used in any calendar year, the leftover funds may be carried over to the following year.

Application on following page

TRAIL GROUP ASSISTANCE FUND APPLICATION
MAIL OR HAND DELIVER WITH REQUIRED DOCUMENTATION TO
RTC, P.O. BOX 95, WEST NEWTON, PA 15089

Name of Chapter _____

Trail or Trail section involved _____

Description of emergency project:

Is this project necessary to keeping the trail open? Yes No

If funds are awarded how will the project be completed (i.e., by volunteers, etc.)? When?

Estimated project cost (attach written estimate) \$ _____

Amount of funds requested \$ _____

Amount of trail group match \$ _____

Please include a photo if possible.

Authorized signature

Authorized RTC signature approval