


# Sawtooth National Recreation Area
## License Plate Grant Program Criteria

Fees collected from the sale of Idaho's special Sawtooth National Recreation Area motor vehicle license plate are available to fund recreation-related projects in the 756,000-acre Sawtooth National Recreation Area (SNRA). The program is administered by the Sawtooth Society under a contract with the Idaho Department of Parks and Recreation.

**Grant Application and Review Procedure**

**To enable processing and consideration, submit completed applications only by e-mail to Mike@Sawtoothsociety.org.**

The Society will review grant applications once a quarter ending March 31, June 30, September 30 and December 31 and notify applicants of its decisions within 45 days thereafter. Checks will normally be mailed to recipients (with corresponding email notice to applicant contact) soon thereafter.

**Eligible Projects**

Within the boundaries of the SNRA, planning, design, development, construction, repair and maintenance of:

- Motorized and non-motorized trails.
- Camping facilities.
- Bridges located on a motorized or non-motorized trail.
- Restrooms used primarily by recreationists.
- Parking areas used primarily to access outdoor recreation facilities.
- Boat launch facilities.
- Boat docks, interpretive centers, facilities and services for recreationists, including informational and directional signs.
- Recreationist available emergency medical facilities and services.
- Unpaved roads leading to recreation areas.

**Grant Award Criteria**

In assessing grant applications, the Society will generally favor eligible projects that have the following characteristics:

- Provide a public benefit.
- Serve large numbers of recreationists.




**Grant Award Criteria (continued)**

- Have multiple sources of funding or potential funding.
- Projected completion within 12 months of grant award (longer periods may be considered, and extensions for anticipated 12-month long projects may be approved upon prior written request).
- Have a high probability of being completed as proposed.
- Maintain or repair existing facilities and services, rather than construct new ones.
- Have seasonal or contract labor costs within the project.
- Provide Sawtooth Society support recognition.
- Grant requests of up to $15,000 (larger grant requests considered).

**Incomplete or Late Applications**

Applications must be completed in their entirety, including all project costs, to be considered. Applications for projects with apparent merit which are submitted with inadequate, incomplete, or unclear information may be returned to applicants with a request to resubmit.

A resubmitted application received prior to end of quarter will be considered within that quarter. If returned for resubmission after end of quarter, a resubmitted application will be considered for the prior quarter only if returned within 5 days (including weekends and holidays) of the request.

Applications received after the submission deadline will be reviewed the following quarter.

**Reporting Procedures**

Upon receiving a check for the grant, grantees shall promptly acknowledge receipt thereof to the Society via email to **info@sawtoothsociety.org**.

Six months, or at midway (whichever is sooner) following award of grant, grantees shall submit an e-mail status report to the Society. The report shall describe briefly what has been accomplished, how much grant money has been spent and advise of the estimated completion date.

Upon completion of the project, grantees shall e-mail a status report to the Society. The report shall describe what was accomplished, how the Sawtooth Society was recognized, how much grant money was spent (including copies of paid invoices) and indicate what, if any, financial assistance was received from other funding sources. Absent Society written approval otherwise, unused grant monies shall be returned at this time.

Failure to comply with any of these reporting procedures may result in future grant disqualification. It is grantee's responsibility to maintain records of all applications, as well as reporting compliance for awarded projects.

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# License Plate Fund Grant Application

*NOTES:*

*Please create a **Project Title** below that identifies project **Criteria** and **Location** if possible. EXAMPLE: "Repair of Alturas Lake Boat Dock"; "Maintenance of 4th July Road"; "Repair of Alice Toxaway Puncheon"; "Maintenance of LIST TRAIL NAME"*

***Many EXAMPLE answers are included** within the application. Use them to efficiently build your own answers or delete them if they do not apply to your project. Please delete all yellow highlights that show you sample info once you are complete.*

***OPTIONAL ADDITIONAL INFORMATION** requested below can be included as a single pdf attachment or copied into this document. If you can, please avoid multiple attachments. If you need help with submitting info – please ask.*

***Please include The "Application Overview" info, in the order listed below, as page one of your application.** You can delete these NOTES to fit your overview on one page. E-Signature is OK.*

*Brevity valued – you do not need to fill the unlimited space/words allowed for Questions 1 – 16. Call us with Q's.*

The Memorandum of Understanding between the Sawtooth Society and Idaho Department of Parks and Recreation states the following:

All eligible projects shall be located within the SNRA and shall be open to the public regardless of race, color, religion, national origin, gender, or disability.

**Eligible Projects**

Projects shall be limited to the planning, design, development, construction, repair or maintenance of the following:

a. motorized and non-motorized trails;
b. camping facilities;
c. bridges located on a motorized or non-motorized trail;
d. restrooms used primarily for recreationists;
e. parking areas used primarily to access outdoor recreation facilities
f. boat launch facilities;
g. boat docks;
h. interpretive centers, facilities, and services for recreationists including but not limited to informational and directional signs;
i. emergency medical facilities and services for recreationists; and
j. unpaved roads leading to recreation areas.