

# Thorne-Rider Park

a community visioning process

August 21, 2009

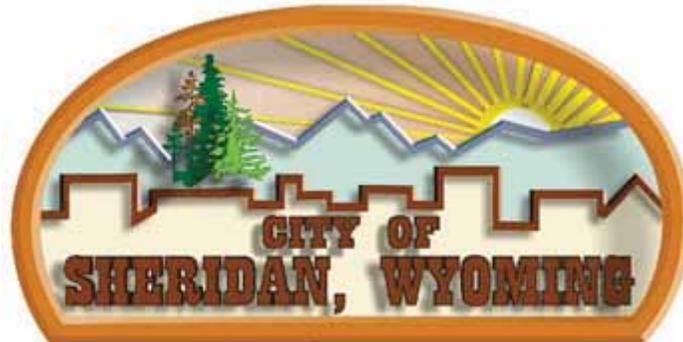




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# Acknowledgements

## Project Steering Committee

- Nancy Drummond, Board Member, North Main Neighborhood Association – Steering Committee Co-Chair
- Nancy Silla, Board Member, North Main Neighborhood Association – Steering Committee Co-Chair
- David DeBolt, Board Member, North Main Neighborhood Association
- Wendell Robison, Board Member, North Main Neighborhood Association
- Evelyn Lemley, President, Blue Sky Saddle Club
- Richard Bridger, Sheridan Recreation District
- Richard Wright, Sheridan Recreation District
- Darold Destefano, Sheridan Athletic Association
- Bruce Pryde, Chairman, Transportation Alternatives Coalition (TRAC)

## Thorne-Rider Interest Group Representatives

- Dick Newman, Sheridan County Tennis Association
- Lorna Brooks, Sheridan County Tennis Association
- Kiel Sheldon, Blue Sky Saddle Club
- Eddie Delk, BMX volunteer

## Educational Advisors

- Patricia Ellis, Fort MacKenzie High School/The Wright Place
- Emily Emond, Holy Name School
- Kris Korfanta, Sheridan Junior High School
- Andy Lowe, Sheridan High School
- Tim Maze, Tongue River High School
- Pete May, Sheridan High School
- Charlie Nelson, Sheridan High School
- Art Orr, Sheridan Junior High School
- Randy Rowland, Sheridan High School
- Teri Rowland, Sheridan High School
- Mila Stender, Big Horn High School

## City Staff

- Dave Kinskey, Mayor
- Nic Bateson, Public Works Director
- Robert Briggs, City Planner
- Tom O’Leary, Engineering Project Manager
- Lane Thompson, City Engineer

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## Introduction

In March 2009, the City of Sheridan commissioned a public outreach and visioning process to identify potential improvements for Thorne-Rider Park in north central Sheridan. This process was an outgrowth of two related overarching processes, the North Main Master Plan and the Parks and Recreation Master Plan.



The Thorne-Rider visioning process was intended to assess community desires and priorities for revitalization of this community park in the heart of the North Main planning area. Through the North Main Revitalization Initiative, the public and the North Main Neighborhood Association Board of Directors identified greenways and recreational opportunities as a high priority for revitalization and new development. Thorne-Rider Park was repeatedly and consistently identified as an essential element in establishing the North Main area as a recreation destination.

The Parks and Recreation Master Plan identified Thorne-Rider Park as one of only two true “community parks” in Sheridan, and recommended that a site master plan be completed for the entire park area.

At 57 acres, Thorne-Rider Park has many underdeveloped areas that could be enhanced to better serve the community. Large portions of the park remain underutilized for various reasons, including lack of development, poorly sited improvements, safety concerns, and lack of accessibility.

This report is intended to provide the Sheridan City Council and staff with:

- An understanding of public perspectives regarding Thorne-Rider Park uses and design; and
- Recommendations for park enhancements, conceptual design, potential funding sources, and project prioritization.

## Project Overview

### Key Stakeholders

The following entities have ownership, leasehold, or maintenance interests in Thorne-Rider Park:

- City of Sheridan
- Sheridan Recreation District
- Sheridan Athletic Association
- Blue Sky Saddle Club

These key stakeholders contributed information, guidance and suggestions throughout the public visioning process.

## Existing Facility

Deeded to the City of Sheridan in 1926 by the Kendrick family, Thorne-Rider Park is much larger than most Sheridan residents realize. Bisected by Goose Creek along its length, the park extends from 11<sup>th</sup> Street northward to within a stone's throw of Fort Road. The park houses two baseball fields, including the Legion-certified Trooper Stadium. The Sheridan Athletic Association, which currently holds a perpetual lease for the property, maintains the ball fields, while the City of Sheridan and Sheridan Recreation District cooperatively maintain the remainder of the park.

The park serves an important hub for Sheridan Recreation District activities, and the Recreation District office is located on the property. The Blue Sky Saddle Club leases land for a riding arena in the northwest quadrant of the property west of Goose Creek.

The park offers a diverse set of active and passive uses, including:

- Two playgrounds
- Picnic shelter
- Walking path
- Baseball fields
- Multi-use (soccer and football) fields
- Tennis courts
- Basketball courts
- Sand volleyball
- Skateboard park
- BMX track
- Riding arena
- Paintball course
- Horseshoe pits
- Sledding hill
- Fitness course

Due to limited funding and the need for clarification of roles and responsibilities for maintenance and park improvements, those areas of the park associated with organized activities and programs tend to be better utilized and maintained.

## Opportunity

While Thorne-Rider Park offers a plethora of recreational opportunities, the park lacks a cohesive look and feel. Few signs exist to direct visitors to the park, and park entrances lack visual interest or information about park amenities.

Green space throughout the park is fragmented by parking areas, sports courts, and topographic constraints such as the creek and levee system. Large areas remain undeveloped or underdeveloped, including nearly 5 acres in the northeast quadrant of the property west of Frackleton Street, and approximately 3 acres north of the Blue Sky Saddle Club arena on Dana Street.

A 7-acre natural area located on the property has become overgrown and often attracts vagrants who camp in the dense vegetation. Insufficient drainage in this natural area results in standing water that creates a breeding ground for mosquitoes.

Opportunity exists to reconfigure existing park areas or develop underutilized areas in order to improve park usage by both local residents and out-of-town visitors. Such improved usage would bring more traffic to the North Main area, thereby supporting the goals of the North Main Revitalization initiative.

## Public Involvement Process

### Steering Committee

Working with the Sheridan Recreation District to identify Thorne-Rider user groups, the project team invited user group representatives to participate in the visioning process as members of the project steering committee. Individuals representing the following organizations or interest groups formed the active core of the project steering committee:

- North Main Neighborhood Association (Steering Committee Leadership)
- Blue Sky Saddle Club
- Sheridan Recreation District
- Sheridan Athletic Association
- Transportation Alternatives Coalition (TRAC)

Several other community members expressed a strong interest in the revitalization of Thorne-Rider Park and participated in a part-time or advisory capacity to the steering committee, including representatives of the Sheridan Community Tennis Association, parents of BMX riders, and science teachers from Sheridan County School District #2.

### Outreach Methods

A range of outreach methods were used to notify the community about project-related events and to encourage public comment.

#### *Project Web Page*

Throughout the visioning process, the project team maintained a web page on the City of Sheridan web site. Public comments received throughout the process were updated on the web page as received so that community members could see what their friends and neighbors were saying about their vision for Thorne-Rider Park. Conceptual design drawings were posted for review as they became available. An email link to City staff allowed web page visitors to submit additional comments and suggestions, which were then posted to the project web page.

#### *Public Workshops*

The project steering committee hosted two workshops to gather public input into potential improvements or enhancements to Thorne-Rider Park. Notification of these workshops was advertised in the Sheridan Press and placed on the community calendar for two weeks prior

to the events. Postcard notification was sent to mailing addresses in the North Main area. Media coverage was good for all public workshop events.

Using an open dialogue format, participants were asked the following questions to prompt discussion and brainstorming:

1. What do you believe are the greatest strengths of Thorne-Rider Park?
2. What do you believe are the greatest challenges for Thorne-Rider Park?
3. What do you believe are the greatest opportunities for improvements to Thorne-Rider Park?
4. What kinds of additional recreational and/or educational uses would you like to see in Thorne-Rider Park?
5. What kinds of recreational and/or educational uses would you *not* like to see in Thorne-Rider park?

Workshop participants were asked to share their comments with the group, and comments were written on large posters for all to see and respond to.

Workshop comments were posted to the project web page for public review within 48 hours of each meeting.

### *Focus Groups*

The project team conducted two focus group sessions with the Sheridan Athletic Association Board of Directors during the visioning process. The first session, held prior to the initiation of the public involvement process, served to secure SAA endorsement of and participation in the Thorne-Rider visioning process. The second focus group session gave the SAA an opportunity to review and request changes to the first set of conceptual design drawings. On July 15, 2009, the revised conceptual design drawings received the endorsement of the SAA Board.

An impromptu focus group was also held with skateboarders in the community to gather comment regarding the design, condition and location of the existing skate park at Thorne-Rider. Their comments are included in Appendix A to this report.

### *Compilation of Public Comment*

Public comment received at the public workshop was compiled into matrices by area of interest to identify areas of agreement and to assess where additional work was needed to resolve conflicting uses or interests. The matrix of comments received at the public workshops is included in Appendix A to this report, as are individual comments received through the project web page.

### *Conceptual Design Drawings*

The project team conducted a walk-through of Thorne-Rider Park to assess current conditions and to take photos of the area for use in the development of concept drawings to visually represent input received from the public. The team endeavored to incorporate public comments and suggestions for park features into the concept drawings wherever practicable, working with the steering committee and key stakeholders to resolve conflicting priorities.

## *Public Design Workshop*

Upon completion of the initial draft of the concept drawings, a public design workshop was held to present the drawings and facilitate their revision as necessary to accurately reflect the community's desires for the park. Workshop participants worked in breakout groups to edit the drawings and compile a list of additional comments and suggested revisions. Design workshop comments were combined with those from the second focus group meeting with the SAA, and the concept drawings were revised for incorporation into this report. Comments received during the concept design review process are included in Appendix B to this report.

## **Comment Summary**

### *Strengths*

Public process participants described the primary strengths of Thorne-Rider Park as follows:

- Positive historical association
- Central location
- Large size
- Large turf areas/green spaces
- Variety of offerings
- Proximity to Goose Creek

### *Challenges*

Primary challenges include:

- Incongruent, fragmented design
- Insufficient promotion of and signing to the park
- Safety concerns regarding police patrols, lighting, overgrown areas, and vagrancy
- Aging playground and picnic equipment
- Locations and space for expansion/improvement of BMX track, skate park, and paintball course
- Pathway connectivity and accessibility
- Access to and recreational use of Goose Creek

### *Recommended Improvements*

In general, public support was strong for improvements and enhancements in the following areas:

- Improvement/updating of facilities
- Improvement of "flow" between activity areas and green spaces (collocation of complementary uses)
- Addition of trees and other landscape plantings in all areas, specifically large parking areas
- Accommodation of existing uses wherever possible
- Connectivity of pathways
- Enhancement of wooded habitat
- Enhancement of stream habitat and access
- Improvement and potential combining of BMX, skateboard, and paintball areas

## Concept Design Considerations

In preparation of the concept design drawings, care was taken to accommodate existing uses throughout the park. Alternatives are presented below for improvements or enhancements in each of eight focus areas within the park:

1. Madia Field area (includes existing skate park location)
2. River and wetland
3. Blue Sky Saddle Club Arena area
4. Frackleton area (existing paintball location)
5. Parking and gateway area
6. Ball fields and stadium
7. Main picnic and play area (includes existing BMX location)

# Project Recommendations

## Concept Overview

The following conceptual design drawings are intended to visually capture and combine the public comment received throughout the public visioning process. The specific location of recommended improvements will be determined through a construction design process beyond the scope of this visioning process. Alternatives have been presented for the location of some design elements, including the BMX track, skate park, paintball course, dog park, and tennis courts. Selection of specific locations for these elements will be dependent upon several factors, including funding, neighborhood support, and availability of suitable alternative locations elsewhere in the community.

## Technical Considerations

There are several areas within the park in which specific criteria must be adhered to during design development, including:

- Baseball parking area must have sufficient parking available to meet American Legion criteria for hosting of tournaments (currently 220 spaces)
- Buses must be able to maneuver and park within the parking lot area
- Trail access must meet ADA standards
- Flood capacity along Goose Creek must be maintained



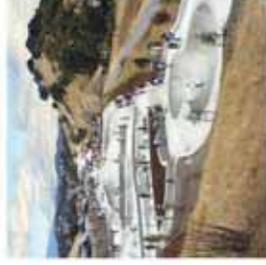
- KEY DESIGN GESTURES**
1. RELOCATION OF THE TENNIS COURTS, REDESIGNED PARKING AREA WITH TREES HELP CREATE A CENTRAL SPACE FOR EVERYONE TO PICNIC, THROW A FRISBEE, AND PLAY IN A NEW THEMATIC PLAY AREA WITH SPRAY PARK. THIS AREA CONNECTS VIA A SWEEPING RAMP FROM THE BRIDGE THAT ENCLOSES THE SPACE.
  2. ALTERNATIVES EXPLORE INSTEAD OF PROGRAM LOCATIONS WITHIN PARK.
  3. ACCESS TO THE RESTORED OXBOW AREA FROM SHARED SADDLE CLUB PARKING AREA, OXBOW AREA HAS CLEARED UNDERSTORY AND PICNIC SPOTS ALONG THE CREEK.
  4. CREATION OF AN ELEVATED VIEWING PLAZA NEXT TO W 11TH ST GIVES USERS A PLACE TO LOOK TO THE WEST SIDE AND DOWN THE CREEK.
  5. NEW TRAIL CONNECTORS WILL ALLOW USERS AMPLE ACCESS OPTIONS AND LOOPED TRAILS FOR WALKERS.
  6. TREES ALONG W 14TH ST AND OTHER ENTRIES TO CREATE FORMAL BOUNDARY TO PARK. ENTRIES HAVE NEW PORTAL ENTRY TO ANNOUNCE PARK.

**THORN RIDGE PARK**  
**OVERALL CONCEPT PLAN**





SPRAY PARK



SKATE PARK



PAINTBALL COURSE



DOG PARK



BMX TRACK



# THORN RIDER PARK PRECEDENT IMAGES

LOG SEATING

MIDDLESTORY REMOVED WITH SELECTIVE TREE THINNING TO PROMOTE RIPARIAN WOODLAND - OPEN AND SAFE CHARACTER

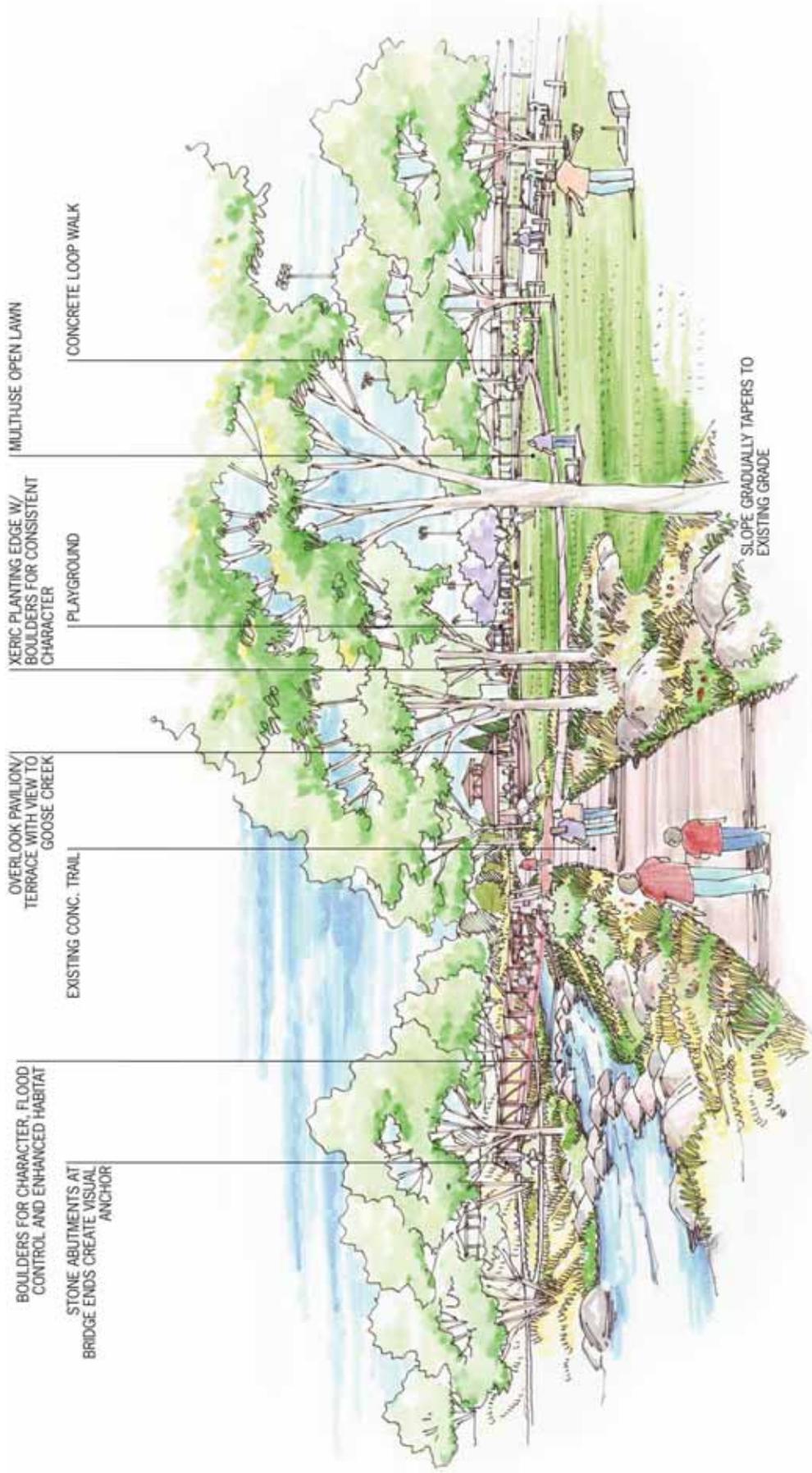
ENHANCED WETLAND VEGETATION

8' CONCRETE LOOP TRAIL

BOARDWALK INTERPRETIVE NODE



**THORN RIDER PARK**  
**VIEW LOOKING WEST AT OXBOW**



BOULDERS FOR CHARACTER, FLOOD CONTROL AND ENHANCED HABITAT  
 STONE ABUTMENTS AT BRIDGE ENDS CREATE VISUAL ANCHOR

OVERLOOK PAVILION/ TERRACE WITH VIEW TO GOOSE CREEK  
 EXISTING CONC. TRAIL

XERIC PLANTING EDGE W/ BOULDERS FOR CONSISTENT CHARACTER  
 PLAYGROUND

MULTI-USE OPEN LAWN  
 CONCRETE LOOP WALK

SLOPE GRADUALLY TAPERS TO EXISTING GRADE



**THORN RIDER PARK**  
**VIEW LOOKING NORTH AT EXISTING BRIDGE**



## Design Elements

### Pathways

Pathway development in and around Thorne-Rider Park is inconsistent. The park is easily accessed from Fort Road to the north; however, access from the south and west is not ADA compliant. The City recently started a project to establish a pathway connection to the south in accordance with the Sheridan Pathways Master Plan. It is recommended that the pathway be extended beneath the 11<sup>th</sup> Street bridge to connect with Marion Street. The bridge, and south of Fort Road near the Blue Sky Saddle Club Arena.

Visioning process participants also recommended sections of pathway connecting the pathway to the parking lots at Thorne-Rider Park. Park visitors must currently cross lawn or gravel areas and climb the steep side of the levee to access the pathway system.

### Dog Park



*Dog park example*

Public comment strongly supported the location of a dog park facility at Thorne-Rider Park. This is consistent with the P&R Master Plan recommendation that such a facility be constructed in the community. With improvements to pathway connectivity, the north-central location of the park along the pathway system would allow dog walkers to access the area from several different directions.

This report proposes two potential locations for a dog park – one on the west side of Goose Creek adjacent to Madia Field (the current location of the skateboard park) and the other in the 5-acre parcel west of Frackleton. Frackleton area residents who attended the public workshops stated a strong preference for having a dog park located in the area, rather than the Extreme Park alternative.

### Spray Park

Public comment strongly supported the development of a waterplay feature in Thorne-Rider Park. The P&R Master Plan recommended that such a facility be included in plans for a new community park, or as part of a special use facility. Thorne-Rider Park is an ideal location for such a facility due to the number of different activities taking place on the site. Families using the pathway system, picnicking, or participating in sporting events could enjoy a welcome respite from the summer heat. With the addition of way-finder signs as described in this report, a spray park at Thorne-Rider would offer a welcome break to travelers passing through the area.

It is recommended that the Thorne-Rider spray park be located adjacent to parking, picnic and playground areas. This will



*Spray park example*

require some reconfiguration of existing facilities.

### **Skate Park**

The existing skate park located at Thorne-Rider was constructed in the 1990s, and is in need of safety improvements and maintenance. The P&R Master Plan suggests that the skate park serves a significant portion of the youth population, and that an expansion of the skate park or the construction of a second such facility elsewhere in the community is necessary to serve current and future needs.



*Jackson, Wyoming skate park*

Comments gathered from both adults and youth throughout this process support the construction of a larger community skate park in the downtown area. There was broad consensus among process participants that a larger, more central and highly visible location would provide a safer, more usable park for Sheridan’s skateboarding youth. It is recommended that the City of Sheridan partner with the Sheridan Recreation District and other youth-oriented organizations within

the community to identify potential funding for land acquisition and construction of such a project (potential sources are detailed in the Funding section of this report).

If no such suitable location can be found, it is recommended that the City plan for a redesign of the existing park to improve visibility, usability, and safety. In the case of either described option, it is further recommended that a professional skate park design firm be retained to develop the park in collaboration with local youth.

### **BMX Track**

Public comment received during the Thorne-Rider visioning process was consistent with the conclusions of the P&R Master Plan that the existing BMX track needs maintenance and surfacing improvements in order to better serve its users. BMX users expressed the desire for a larger track with space for spectator seating. Such enlargement of the existing track would require relocation to another part of Thorne-Rider Park or to an alternate location elsewhere in the community. It is recommended that the City of Sheridan, Sheridan Recreation District and BMX interest group enter into a more focused discussion on potential locations and potential funding sources for such a project. Again, professional design in collaboration with local youth is encouraged to improve safety and rideability.



*BMX course example*

### *Paintball Course*



*Paintball course example*

A small but loyal contingent of local residents participates in the sport of paintball, and a small paintball course has been constructed in the 5-acre area west of Frackleton. Area residents expressed support for the sport but described the course as “underused.” It is recommended that the City collaborate with the Sheridan Recreation District and paintball players to identify ways in which paintball activities might be relocated within Thorne-Rider Park or in conjunction with skate park or BMX relocation in order to free up this large parcel for other uses.

### *Remote-Controlled Cars*

Remote-controlled (RC) cars are not currently allowed at Thorne-Rider Park. The City of Sheridan has committed to giving RC enthusiasts space at the former City landfill once it has been released by the EPA. In the meantime, however, RC car owners do not have a location at which to enjoy their hobby.

In the interim, the Thorne-Rider Steering Committee has suggested that the City of Sheridan consider allowing RC car use at Thorne-Rider Park during scheduled and restricted hours, at either the BMX track or the paintball course. Specific hours of use could be coordinated in consultation with area residents.

### *“Extreme Park”*

One of the more innovative concepts to come out of the Thorne-Rider public visioning process was that of an “extreme park” that would collocate the skate park, BMX track, and paintball course around a central plaza. Thorne-Rider park could accommodate such a collocation on the 5-acre parcel west of Frackleton street; however, many of the residents of that area expressed concern about noise and delinquency that might result from such placement. It is therefore recommended that if the “extreme park” option is selected, alternate locations be considered.

Depending upon available funding, the City and Recreation District might also consider having a concession booth located in the Extreme Park plaza, where visitors might purchase refreshments and rent paintball equipment or skateboard/BMX safety gear.

### *Nature Trail*

The nature trail on the west side of Goose Creek is a positive feature that has tremendous potential within Thorne-Rider Park. The trail itself within the wooded area is in good condition. The primary issues with this area as identified through the public visioning process are safety and drainage. Citizens described having encountered vagrants living in tents in the area. Due to lack of adequate drainage, the area is a breeding ground for a large mosquito population.

The Sheridan Recreation District has spent considerable time in the area recently cleaning up the understory and thinning the vegetation. This appears to be positively perceived by the public.

Thinning the area must be balanced with preservation of habitat to maintain viable populations of the numerous bird species in the area. Sheridan Audubon has identified over 81 different bird species in the area, more than 30 of which utilize the area for breeding purposes. It is recommended that thinning of the understory in this area continue with consideration given to preserving habitat for bird species in consultation with Audubon and other habitat preservation groups.

In addition to the upland vegetation and bird species in the wooded area, the public was very interested in establishment of interpretive signs to describe the species of both. There are some existing interpretive signs in the area from the Audubon Society. These should be updated and enhanced in a manner congruent with the signing recommended elsewhere in this report.

Public support was also strong for removing the fitness stations along the trail to further naturalize the area. Visioning process participants reported that the fitness stations are rarely used and that their wooden construction makes maintenance an ongoing issue.

### ***Overall Landscaping and Vegetation***

Participants in the community visioning process repeatedly identified enlarged and contiguous green space as a priority for improvement of Thorne-Rider Park. The concept design therefore recommends development of new green spaces/picnic areas north of the Blue Sky Saddle Club Arena on the west side of Goose Creek, and in the 5-acre parcel west of Frackleton. In the Frackleton area, the specific design of the green space will be dependent upon the design alternative ultimately selected for the area.

Visioning process participants also showed strong support for increasing the number and diversity of trees throughout the park, especially in playground and picnic areas and as a buffer for neighboring residential areas. It is recommended that the design phase of this project include a comprehensive landscape plan that promotes species diversity while taking into consideration overall park cohesiveness and ongoing maintenance.

In September of 2004 the City of Sheridan contracted Technical Forestry Services (TFS) of Greybull, Wyoming to complete the Sheridan Community Forest Assessment. This document is included as Appendix C to this report. The vegetative communities of Thorne-Rider Park are a critical element of the assessment.

The park area provides part of a unique environment for a diverse and healthy tree population due to a variety of soil types, proximity to flowing water, and a moderate climate; however, the TFS report points out the lack of vegetation diversity in some areas of the park.



*Sargent's Cottonwood (Wyoming state tree) in Thorne-Rider Park  
Photo from Sheridan Community Forest Assessment 2004, TFS*



*Photo from Sheridan Community Forest Assessment 2004, TFS*

The species and age class diversity issue is addressed in the conceptual drawings that were completed for this project, which include numerous areas within the park where additional tree species are recommended. The TFS assessment includes a recommendation to potentially hire a city forester who would be responsible for the care and maintenance of the community forest including Thorne-Rider Park.

Hiring or contracting of a community forester is supported by the public input from this project to ensure that vegetation manipulation is conducted to achieve the goals of the assessment and the parks and recreation master plan.

### **Goose Creek**

Thorne-Rider Park is bisected by Goose Creek throughout its length. The creek has typically been viewed as primarily a flood control channel. Growing public interest in stream enhancement within urban areas was expressed during the public input process for this project. Specifically, public comment called for Goose Creek to become an integral part of the park by enhancements including access points, additional bridges, and in-stream channel enhancements similar to the work recently completed in Kendrick Park.



*Goose Creek as seen from Thorne-Rider Park 2008*



*Goose Creek in Kendrick Park as construction was completed in 2008*

Enhancement of Goose Creek would require coordination with the US Army Corps of Engineers (COE) to ensure that the flood conveyance capabilities of the channel were preserved. Although the Kendrick Park Phase I Stream Enhancement Project was just outside the flood control project, a similar flood conveyance assessment was required for the City of Sheridan.

It is anticipated that the Downtown Sheridan Association will be retaining a firm to coordinate on behalf of the City with the COE for additional enhancement work within Big Goose Creek, Little Goose Creek, and Goose Creek in the near future. This coordination effort would serve to initiate the process of stream channel enhancement options within Thorne-Rider Park.

### *Parking*

The parking lot adjacent to the ball parks at Thorne-Rider is in a state of disrepair and in need of immediate improvements. The City of Sheridan is planning to pave a portion of the lot during the summer of 2009. It is recommended that the paving be conducted in a manner that would allow future improvements as shown in the concept drawings accompanying this report.

It is further recommended that trees or other landscaping designated for the parking area be selected in a manner appropriate to paved areas, and that elements such as root barriers, tree grates, and tree protectors be considered to protect pedestrians, trees and pavement.

It is recommended that construction of an additional parking lot be considered adjacent to the Blue Sky Saddle Club Arena to serve as parking for arena events and for use of the proposed new green space/picnic area north of the arena.

### *Signing*

Signing to Thorne-Rider Park is limited to small text signs on North Main, 11<sup>th</sup> and 14<sup>th</sup> streets. The need for larger, more dynamic way-finder signs was identified repeatedly in public workshops, and is called out in P&R Master Plan. It is recommended that the City of Sheridan contract a design firm to develop a series of way-finder and interpretive signs for Thorne-Rider Park. As the need for such signing has been identified in conjunction with other planning processes such as the North Main Master Plan, the City might consider a broader scope of work that encompasses way-finder signs for the entire community.

## Implementation Steps

This report is intended to serve as an appendix to the recently completed P&R Master Plan. Because the Thorne-Rider Park is a large area and a critical focal point within the North Main Street Revitalization Plan, it is recommended that the City of Sheridan contract a firm to coordinate the design and implementation phase of park development. This firm should provide a means to ensure that park enhancement is in line with the recommendations of this report, the North Main Master Plan, and the Parks and Recreation Master Plan. Attempting to contract out individual components of the enhancement will likely result in a fractured and non-consistent theme within the park.

In order to proceed from this public input phase to the design and permitting phase, the following action items are suggested in order of recommended priority:

1. Funding applications for specific improvements for 2010 funding cycle (DEQ 319, WWNRTF and other grant opportunities as described below)
2. Parking lot design
3. Pathway connectivity design
4. Dog park location identification and design
5. BMX/Paintball/Skate location and funding identification
6. Streambed and wetland enhancement coordination and pre-permitting
7. Prepare final design concepts for each of the seven focus areas within the park

## Permitting Needs

Specific permitting will depend on the final design that is developed to incorporate the concepts in this report. The following is a summary of the permitting typically associated with various types of activities that may occur within Thorne-Rider Park as the final design is developed.

### *Wetland Enhancement, Pond Design, and Stream Channel Enhancement*

Permits from the Army Corps of Engineers (COE) will be needed for any potential filling and/or dredging within the floodplain adjacent to Goose Creek. The wooded area on the west side of Thorne-Rider Park has existing wetland areas along the old oxbow feature. In order to enhance the oxbow feature and the surrounding wetlands, a wetland delineation would likely be required in order to assess any potential wetland losses. A wetland mitigation area would need to be designed as part of the enhancement. Some of the goals of enhancement in this area include concentrating the water flow to provide a running water feature within the trail area, providing fishing opportunities, and addressing stability issues with the roadway adjacent to the oxbow area.

Goose Creek is within the COE Flood Control Project, which adds to the complexity of the permitting that may be needed. Formal design should therefore focus on maintaining or increasing the existing flood capacity within the area. During the construction phase, a permit for a temporary increase in turbidity may be required from the Wyoming Department of Environmental Quality. Additionally, Sheridan Municipal Code for Flood Damage Prevention may need to be assessed for any design within the Flood Channel.

## Project Integration

### Parks & Recreation Master Plan

Care has been taken throughout the public visioning process to maintain consistency with the recommendations of the P&R Master plan adopted by the Sheridan City Council in May 2009. Specific recommendations of the P&R Master Plan as they relate to Thorne-Rider Park are included as Appendix D to this report.

The P&R Master Plan identifies Thorne-Rider Park as one of only two “community parks” in Sheridan. The study defines community parks as those planned to provide both active and and passive recreation opportunities, often attracting people from a large geographic area and including support facilities such as restrooms and parking. Sports fields like those located at Thorne-Rider Park are another common focal point of such parks.

A community survey conducted in conjunction with the P&R Master Plan found that the community parks are the most popular and used parks in Sheridan.

The P&R Master Plan study showed that Kendrick Park is often at maximum capacity, and that the community will need an additional 44 acres of community park in the future. While the Thorne-Rider Park site does not provide adequate space for expansion to meet the future needs identified in Master Plan, the P&R Master Plan clearly points to the need to maintain existing uses in order to continue meeting existing community demand and to provide the foundation for future facilities development elsewhere in the city.

### North Main Revitalization Initiative

The recommendations contained within this report directly support elements of the North Main Revitalization Initiative Report and the Draft North Main Master Plan. Those documents call for improved pathway connectivity, enhanced and new recreational opportunities, improved signing, and a network of greenways.

It is recommended that the City of Sheridan continue to work in collaboration with the North Main Neighborhood Association, Sheridan Athletic Association, and Sheridan Recreation District to manage

### Educational Curricula Integration

The wooded area west of Goose Creek provides a learning landscape opportunity congruent with conclusions of P&R Master Plan that support the development of learning landscape areas “incorporating a naturalistic design with ample space provided for both unstructured play and organized sports.”

Through this visioning process, contact has been made with all the local science teachers regarding use of this area as a living classroom. Although a formal meeting was not conducted, several teachers have expressed interest in working with the City of Sheridan and/or the Sheridan Recreation District to establish an educational outdoor environment within the park area. There are numerous grant applications available for educational purposes that could be evaluated to help establish this type of curriculum. One such program is the Clean Water Act 319 Program that is administered by the Department of Environmental Quality. This program is discussed in greater detail in the potential funding section of this report.

The very active local chapters of the Audubon Society and similar habitat preservation groups present another opportunity for educational curriculum development. Funding from the national organizations for these groups could potentially be utilized to aid program development.

## Habitat Preservation Groups

Several local groups have expressed interest in being involved in the development and long-term management of the natural areas within the parks of Sheridan. At Thorne-Rider Park, the wooded area to the west of Goose Creek is of particular interest. There are currently several bird identification signs that were placed by the Audubon Society. It would be advantageous to continue to support the efforts of the Audubon Society and potentially solicit funding and support on a national level.

Goose Creek itself presents another opportunity for partnering with habitat preservation groups. Throughout the public visioning process, interest was high with regard to enhancement of the fishery, aesthetic values, and recreational opportunities along Goose Creek in Thorne-Rider Park.

The local Pheasants Forever and Ducks Unlimited chapters have also expressed interest in participating in projects and potentially assisting in grants and/or matching funds.

## Cost Estimate

Cost estimates for this project will be dependent upon specific alternatives selected for each of the three variable areas identified on the concept drawings. The project team is working with City staff to identify specific items for cost estimating.

## Potential Funding Sources

### Stream and Wetland Enhancements

#### *Wyoming Wildlife and Natural Resources Trust Fund*

The Wyoming Wildlife and Natural Resources Trust Fund (WWNRTF) presents a unique opportunity for funding of the wetland, oxbow, vegetation, and stream enhancement concepts in Thorne-Rider Park. Funded by interest earned on a permanent account, donations, and legislative appropriation, the purpose of the program is to enhance and conserve wildlife habitat and natural resource values throughout the state. Any project designed to improve wildlife habitat or natural resource values is eligible for funding. The Kendrick Park Phase I Stream Enhancement Project was partially funded through the WWNRTF.

One of the goals of the WWNRTF is the improvement and maintenance of aquatic habitats, including wetland creation or enhancement, stream restoration, water management or other methods. Expansion of stream enhancement within the City of Sheridan would likely be largely supported by the WWNRTF.

Application deadlines are March 31 and September 30 of each year. It is recommended that the City of Sheridan initiate the application process in the near future in order to meet the September 30th deadline for this year.

Application guidelines for WWNRTF funding are described in detail in Appendix E to this report.

### ***Wyoming DEQ 319 Program***

The Wyoming Department of Environmental Quality administers a Nonpoint Source Pollution Control (Section 319) Fund Program. Under Section 319 of the federal Clean Water Act, funds can be made available to State and local agencies, non-profit organizations, and private individuals to deliver a product having outcomes and targets that will result in reducing the impacts of nonpoint source pollution and improving water quality.

The Sheridan County Conservation District (SCCD) has implemented numerous projects to provide a basis for a watershed assessment for Goose Creek. The watershed assessment becomes the foundation for a successful watershed planning effort. Watershed planning is a locally led, voluntary, and dynamic process driven by the expectations of the stakeholders and developed through active, public participation. The planning process builds upon the education efforts initiated with the assessment and uses voluntary, incentive-based measures developed and applied locally.

As part of overall watershed planning, Goose Creek through Thorne-Rider Park could play a substantial role in maintaining water quality and decreasing non point source pollution. Because the work already undertaken by the SCCD has established the overall water quality and impairments within Goose Creek, a DEQ 319 grant application from the City of Sheridan would likely meet the vision of the Wyoming Nonpoint Source Program. The program goal is to sponsor projects that reduce or eliminate nonpoint source pollution in threatened, impaired, and high quality waters of the state so that all designated uses are fully supported for the benefit of all Wyoming citizens.

There is currently a Request for Proposals out for the Clean Water Act (Section 319) Nonpoint Source Pollution Control Funds and the Clean Water Act (Section 205(j)) Water Quality Planning Funds with a pre-submittal review due date of August 1, 2009. In order for the City of Sheridan to prepare a proposal for these funds and meet the review due date action would need to be undertaken in the near future.

An entire description and required criteria for proposals is included in Appendix F to this report.

## **Vegetation Thinning and Enhancement**

### ***Wildland Urban Interface Grant***

The Johnson County Fire District has been working under this grant in Buffalo and has completed thinning along Clear Creek above and through town. Jim Shell with the Fire District is willing to offer advice with regard to thinning in the oxbow area west of Goose Creek in Thorne-Rider Park. The criteria, instructions, and application for the 2010 Western Wildland Urban Interface Grant Program are attached as Appendix G to this report. Grant funding ranges from a 50/50 match to a 60/40 match if the county is involved.

The deadline for application is September 8, 2010; however prior to that date the applications need to be submitted to the Wyoming State Forestry Division in Cheyenne for review (July 17, 2009). Locally, State Forestry representative Paul Wright is based in Buffalo and has offered to conduct a walk-through of Thorne-Rider Park and provide an assessment.

He is also willing to speak to the City Council on thinning and funding options. This work would need to be coordinated with the Sheridan County Fire Coordinator, Bill Biastock, who may have Community Wildfire Protection Plan (CWPP) needed to apply for the grants.

There is an educational component available in the Western Wildland Urban Interface Grant that we could also apply for.

The DEQ 319 Grant has an educational component that could be developed for the area.

## Additional Potential Funding Sources

### *National Park Service – Land & Water Conservation Fund*

The NPS website describes the LWCF program as providing “matching grants to States and local governments for the acquisition and development of public outdoor recreation areas and facilities. The program is intended to create and maintain a nationwide legacy of high quality recreation areas and facilities and to stimulate non-federal investments in the protection and maintenance of recreation resources across the United States.”

Grant types include planning grants to states to develop a Statewide Comprehensive Outdoor Recreation Plan, acquisition grants for the acquisition of lands or interests in land, development or redevelopment grants to enhance projects with new or rebuilt recreation facilities, or combination grants which include both acquisition and site development.

Sheridan County has received numerous grants under this program dating back to a 1967 grant for the Sheridan County Fairgrounds. The City of Sheridan has received a total of \$280,499.32 from this source specifically for Thorne-Rider Park:

Grant	Year	Amount
Thorne-Rider #1	1971	\$144,066.13
Thorne-Rider #2	1978	\$86,495.31
Thorne-Rider #3	1985	\$28,126.27
Thorne-Rider #4	1987	\$21,811.61

### *National Park Service – Urban Park & Recreation Recovery (UPARR)*

Three grant types are available through the UPARR program including the following: Rehabilitation Grants, Innovation Grants, and Planning Grants. It appears from the program website (<http://www.nps.gov/ncrc/programs/uprr/program>) that there have not been any grants awarded anywhere in Wyoming. The closest grant was a \$825,000.00 grant to the City of Billings, Montana. The pre-application handbook for the program was not available at the time of this writing.

### ***National Park Service – Other Programs***

The National Park Service also has programs for Conservation and Outdoor Recreation, Rivers and Trails, and National Trails System that may be sources for additional funding and/or planning assistance. These programs are described on the NPS website (<http://www.nps.gov/ncrc/programs>).

### ***Tony Hawk Foundation***

The Tony Hawk Foundation has a focus of foundation grants to encourage and facilitate the design, development, construction, and operation of new quality skateboard parks and facilities, located in low income communities in the United States. Information from the website ([http://tonyhawkfoundation.org/grant\\_application.asp](http://tonyhawkfoundation.org/grant_application.asp)) describes the grant application process and is included in Appendix H. The next deadline for applications for this grant is October 1, 2009 and the maximum grant award is \$25,000.00.

### ***Bikes Belong Grants Program***

The Bikes Belong website (<http://www.bikesbelong.org/grants>) states that “The Bikes Beyond Grants Program strives to put more people on bicycles more often by funding important and influential projects that leverage federal funding and build momentum for bicycling in communities across the U.S. These projects include bike paths, lanes, and routes, as well as bike parks, mountain bike trails, BMX facilities, and large scale bicycle advocacy initiatives.”

Bikes Belong has funded three projects in Wyoming (all near Jackson Hole) and will accept requests for funding up to \$10,000.00 for facility and advocacy projects. The “Grant Seekers Guide” and other information about this program is included in Appendix I to this report. Application deadlines are August 24, 2009 and November 23, 2009 for this year.

### ***Federal Highway Administration Recreational Trails Program***

The Recreational Trails Program provides funds to the states to develop and maintain recreational trails and trail related facilities for both non-motorized and motorized recreational trail uses. The program is administered by the Wyoming State Trails Program, which offers an annual grant application period for these funds. The 2008 Grant application notification cards will be mailed in late August 2007, applications and guidelines are also available on the website (<http://wyotrails.state.wy.us/Grants/index.asp>).

### ***Natural Resources Conservation Service***

The USDA Natural Resources Conservation Service offers several programs that may provide funding for enhancements to Thorne-Rider Park. Three specific programs are as follows:

- Watershed Protection and Flood Prevention
  - Watershed surveys and planning
  - Watershed Protection and Flood Prevention Operations
  - Watershed Rehabilitation
- Wetlands Reserve Program
- Wildlife Habitat Improvement Program

Information on these programs is available on the USDA NRCS website (<http://www.nrcs.usda.gov/programs/>), and information sheets for these three programs are included in Appendix J.

### *National Recreation and Park Association and Other Potential Funding Sources*

Included in Appendix K of this report is the National Recreation and Park Association's description and guide to federal funding sources for transportation, conservation, health and youth. Additional sources of funding that need further investigation are also included such as the EPA 5 Star Restoration Program information.

Funding from the North American Wetlands Conservation Act Grants (<http://www.fws.gov/birdhabitat/Grants/NAWCA/index.shtm>) and National Fish & Wildlife (<http://www.nfwf.org/AM/Template.cfm?Section=Grants>) may also be applicable to portions of this project.

## Conclusion

Thorne-Rider Park presents a unique opportunity to revitalize an aging community asset and make it the crown jewel of the North Main area. The broad range of uses and natural features within the park boundaries make it the Sheridan park that can truly offer something for everyone.

Revitalization of Thorne-Rider Park will take a concerted effort and commitment on the part of the City of Sheridan, Sheridan Athletic Association, Sheridan Recreation District, and the North Main Neighborhood Association. It will take time and effort to see the concepts presented here come to fruition. Through the public visioning process that led to this report, it became clear that the community has the interest and the will to see these concepts become reality. It will be up to the key stakeholders mentioned above to provide the organization and direction to keep things moving forward.

## Sources Cited

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- MIG, Inc. (2009). *City of Sheridan, Wyoming Parks and Recreation Master Plan*. Sheridan, WY: City of Sheridan, Wyoming.
- The Clark Group, LLC. (2008). *North Main Revitalization Initiative: A Strategy for Revitalization of the North Main Area of Sheridan*. Sheridan, WY: City of Sheridan, Wyoming.
- Entech, Inc. (2007). *Sheridan Pathways Master Plan Update*. Sheridan, WY: City of Sheridan, Wyoming and Transportation Alternatives Coalition (TRAC).

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# Appendices



# Appendix A - Public Comment

## Public Workshop Comments 4/21 and 4/28/09

Category	Comment	# of Occurrences
<b>Challenges</b>	Entrance lacks aesthetics/landscaping	
	Not a "family" (small kids) park	
	Consider true playground plan w/single larger play area	
	Parking takes up large portion of park	
	Parking lot surface needs repair	
	Lacks pathway connectivity	3
	Hard to access creek (ADA/ramps) and pathway	2
	Run down - needs renovation (new landscaping, playground updates)	4
	Consider relocation of skate park and collocation with BMX track	
	Wooded area overgrown and creepy	2
	Vagrancy	
	Topography that can be easily developed has been	
	Dust control/water/restrooms needed at Blue Sky Saddle Club arena	2
	Parking lot drainage	
	ADA issues on park access and pathways	
	Access difficult from 11th Street	
	"Arlington" Street is sloughing in spots (south of 11th Street)	
	Swampy standing water	3
	Mosquitos	2
	Water circulation needed in old oxbow area on west side	
	Lack of lighting	2
	Need to blend different use areas to increase cohesive feel	
	Hard separations between different use areas - no flow	
Steepness of path on west side		
Lack of signing		
Funding for upgrades and improvements	2	
Streambed has a lot of junk in it		
<b>Strengths</b>	Different use possibilities	
	Active park with passive park potential	2
	Playgrounds	
	Picnic shelters	
	Positive historic association	
	Central location	2
	Large green spaces	
	Large turf areas	
	Nature trail on west side in old oxbow area w/variety of vegetation, habitats, bird species (100), hardwoods (8)	2
	Both cultivated and natural areas	
	Size	
	Trail system	
	Potential for more trails	
	Tennis and ball fields well used	
	Blue Sky Saddle Club	2
	A river runs through it	2
	Sledding hill above Madia field	
	Web cam	
	Multi-use	
Plenty of parkign		
Lighted outdoor tennis courts		
<b>Opportunities/New Uses</b>	More restroom facilities	
	Wayfinder signs to entrance	2
	Flagship park for North Main	
	Larger (group) picnic areas like at Kendrick	
	Irrigated grassy areas in west side oxbow area (now overgrown)	
	Pond in oxbow area	2
Bird watching opportunities (benches, etc.)		

# Appendix A - Public Comment

## Public Workshop Comments 4/21 and 4/28/09

Category	Comment	# of Occurrences
	Good lighting	
	Spray park	2
	Park promotion	
	Remove exercise stations	
	More trees	
	Dog park	2
	Consider Extreme Park (paint ball, skate park, BMX, RC cars) at a more suitable location	
	Facilities (restrooms) at Blue Sky Saddle Club arena	
	More tennis courts since YMCA courts going away	
	Domestication of wild areas	
	Improve or relocate paint ball area	
	Pathway under 8th Street and north along levee under 11th Street	
	More access points to pathway	
	Look at design for Fort Collins central park	
	Upgrade pathway to meet ADA on west side of creek	
	Enhance streambed (pools, riffles, rocks) similar to Kendrick Park	
	Arlington Street (platted street west of creek between 8th and 11th - consider potential uses	
	Consider combining stability, trails and deed cleanup into one project (Arlington Street 8th to 11th)	
	Consider pond in old oxbow area (could capture drainage from other areas and feed to here)	
	Collaboration between North Main Association and Sheridan Athletic Association	
	Consider passive park (picnicking, etc. in NW quadrant (behind Frackleton)	
	Bring back ice skating	
	Remote controlled cars - could be allowed during specific times until old City landfill is freed up for use	2
	Climbing wall	
	Fly fishing	
	Convert 20' - 40' of parking lot for picnicking	
	Restrooms that are open 24 hours	
	Consider turf rings to convert part of parking lot to turf but allow use for event parking	
	Boating	
	Add more webcams	
	Signs advising park users of webcam presence	
	Drinking fountains	
	Consider relocation of BMX to allow for larger track, room for spectators	
	More dog waste stations	
	Add a trolley stop (add bike racks to trolleys)	
	Improve access and signing to make Thorne-Rider a community gateway	
	Make a more attractive, distinctive entrance	
	Putt putt golf	
	Overnight camping for travelers	
	Bollards around light poles in parking lot	
<b>No</b>	Remote controlled cars	2
	Camping - safety	3
	Motorized use	
	Truck driving training in parking lot	2
	Skate park at this location	
	Vagrancy	
	Through traffic	
	Loud music	
	Loitering - want to feel safe	

# Appendix A - Public Comment

## Detailed Public Comment Received

4/26/2009

1. Develop the West part of Thorne-Rider park for 100% utilization by the public with these possible ideas:
  - a. Build a walking bridge at the north end of the present parking lot for access to the the area West of Big Goose
  - b. Provide vehicle access from the West so people can drive a loop of kind similar to the Kendrick Park road
  - c. Provide Picnic (possibly fire pits too) sites similar to camp sites in forest campgrounds with rest rooms, potable water, recreation areas as space allows etc.
  - d. Provide for free one night camping and picnic space for tents and small trailers similar to what was once possible on the South Side Of Kendrick Park in the area south of Little Goose Creek
  - e. Clean up the whole area and make it more like Kendrick Park instead of the seemingly jungle it looks to be now and that means tree and trash removal by the truckloads and grass planting etc.
2. Make a really big project out of improving the area West of the creek (like is being done for the rest of the North Main Improvement Project)and do it first class to more or less give Sheridan a second deluxe park to match Kendrick Park (even an ice cream stand perhaps but no swimming pool)because Kendrick cannot do it all alone for the whole community.

4/27/2009

With over fifty acres in the Throne-Rider park and only about half developed there is much opportunity to improve that part which is West of Goose Creek.

Perhaps, and I did not mention it, but a fishing pond like the one at the fairgrounds or Mavrakis Pond would be another possibility. There was a fishing pond at one time in the area. (also and outdoor skating rink). Perhaps the pond could be big enough for canoes, rowboats, or kids paddle boats, etc.

4/29/2009

I live very close to Thorne-Rider Park (on Frackleton St.) but was unable to attend both open houses regarding the future of Thorne-Rider park. Living near the park for almost 2 years, I have enjoyed being close to a nice park, but definitely see room for improvement. A few ideas:

## Appendix A - Public Comment

### Detailed Public Comment Received (continued)

-A thru-way between 11th St. & Frackleton/Demple/Val Vista neighborhoods!! Right now, our only option is Main St. While it's posted on one side of the baseball fields the park is not a thru-way, people ignore the sign & drive through the parking lot to get to 11th St. because it is simply faster - creating a large amount of wear & tear on the parking lot as well as traffic through the park. If a thru-way were created, less money would be wasted on (poorly) attempting to maintain the incredibly large parking lot. I know it seems ridiculous to think we can't drive a few blocks to Main St, but it would save a lot of time.

-Speaking of the parking lot... It's much too large & in horrible condition. Half the parking lot could be utilized for more park space. Even in the busiest times, when people are playing baseball games, playing tennis & basketball, or just hanging out, the parking lot is never full. In all honesty, the parking lot is quite an eyesore for the rest of the park.

-Something nice in the area where there once was a race car track (& currently a paintball course). My backyard backs up to that area & it's a great spot - plenty of trees & good moisture from the creek for grass to grow. Maybe clean it up, throw down some grass seed, & maintain it as a nice spot for people to hang out (easy to access from the bike path).

-Create a dog park!! This town desperately needs one & Thorne-Rider has plenty of great spots. Dig up the asphalt from NW parking lot corner, put down grass seed, & close off the fence (already fenced in one corner). Or utilize the quiet spot where the paintball course is located. Anywhere, we need it. If the city is worried about logistics, check out Sioux Falls, SD dog park - they created a great dog park & it didn't take much.

Thanks for taking the time to read this; it's great to know we have a say in the project.

5/15/2009

May is an incredibly busy time for teachers, so I will not be able to attend the meeting next week. Thank you for allowing us to send in comments, however.

As a science teacher, I see a need for town kids to have access to natural areas. It is amazing how little some kids know about the natural environment of our area. I would like to see the "wild side" of the park remain in as natural a condition as possible. Of course, some clean up of downfall and brambles is needed because we can't allow fire to do this for us. I can see a partnership where student groups can help create informative signs explaining the habitat. I have seen a variety of birdlife in this area that you can't see anywhere else in Sheridan.

## Appendix A - Public Comment

### Detailed Public Comment Received (continued)

I agree with all the comments about the large parking lot—that space could be made more efficient and free up space for a drive through lane or even more park space.

6/7/2009

I would like to make a comment about the Blue Sky saddle club charging to get into the arena.

I don't believe that they should charge to get into the arena. The arena was put up with the 1 cent sales tax. (or so says the sign)

Historically it has been open to the public and I believe that it should continue to be open to the public.

6/7/2009

I would like to see a dog park in Thorne-Rider.

7/1/09

It has just come to my attention that there are plans afoot to change the beautiful walking area west of the creek. I have been walking in this area for more than 6 years and have not encountered problems with rowdy teenagers "doing what they shouldn't be doing". In fact, there seems to be very few of them on the trail. I am a "birder"...one who loves to find the different species that inhabit this great environmental area. To mention a few, yesterday there was a beautiful Yellow Warbler flitting around the bushes. My highlight was a couple years ago when I came across a Rose-breasted Grosbeak, a rarity in this area and something to brag about! I have seen little house wrens, chickadees, cat birds, eastern kingbirds, Yellow-throats (warbler), Bullock's Oriole, Black-headed Grosbeaks, numerous ducks, herons and ospreys. The birds love this wild environment and I fear that "landscaping" this area is going to send most of these birds packing. This is also the only area I know of where one can access the "wild" without dealing with briars and brush, scratches and stumbles in order to have a pleasant birding expedition.

If there is a serious concern about what is going on there, why not have the police bicycle patrol that area on a daily basis? I truly don't think that much is needed in order to keep this as a viable option for folks, whether they are just walking and enjoying the view, birding, or just a fun bike ride. Just keep the pathways clear and everyone will be happy... Please reconsider: use the money to fix up Kendrick Park and the on-going restoration of Goose Creek thru the park and Nature respite areas along the Pathways !

## Appendix A - Public Comment

### Detailed Public Comment Received (continued)

7/1/09

I was glad to see an in/out area for canoe and kayak use with parking near by. It will allow us to enjoy the river close to town in a safe area.

7/2/09

Need to stabilize road bank along Dana Drive and clean up deadfall in oxbow area. Extend pathway to Fort Road on west side of creek. Look at potential pathway through Downer addition. Like the overall concept.

7/6/2009

One particular item on a Spray Park that has been brought to my attention are possible locations. If it is placed next to a baseball field there may be a liability issue on foul balls and baseball warm up areas. Unless the Spray Park covered by a net or cover of some kind. Just a thought when placing any items in Thorne-Rider. We had had this issue at other Park where we had to extend fences and netting.

I am not sure on any standards, but being a risk manager I would think 400-500 feet would be adequate. The Tennis Courts are close to 400 feet with 10'-0' surrounding fences. I think you could put a 10'-0 fence around the spray Park or area you see around the major league ball-parks. You may even want to put a net above the playgrounds, picking up possible pop-ups that may enter the area. I am sure netting and fencing (security) would need to be considered anyway. You could also place the green areas away from the obvious foul ball and dead areas.

Some areas will not be appropriate for any type of recreational activity, but you could possibly place grass and benches. I often thought it would be cool to put some types of art forms in the park. Bronze Sculptures would give the park a different friendly look. Similar to the Miracle Mile or lake front in Chicago. A fountain may also work and give the place solitude.

Richard Wright  
Sheridan Recreation District

7/15/09

I polled the board [of the Sheridan Athletic Association], and we endorse the plan for the Thorne-Rider Park. Also, I talked to Art Felker [of the Thorne-Rider Foundation], and he has no problem with the ideas put forth for the future of the park, [though] he did say that the Thorne-Rider Foundation would not probably be able to provide funds for the proposed future projects due to their current obligations but if you could find funding to do improvements to the area he thought that would be great.

Tom Neighbors  
Sheridan Athletic Association

## Appendix A - Public Comment

### Skateboarder Focus Group Comments 6/16/2009

Category	Comment
<b>Location</b>	Not easy to get to, especially for kids south of downtown Too far from center of town Needs space for people to sit and watch Hard to get to
<b>Maintenance</b>	Broken rail is unsafe Concrete is breaking up
<b>Design</b>	Some of the features don't make any sense - we don't know what to do with them Design is too small - can only have about 3-4 boarders on at a time Needs to be big enough that if bikes are allowed too, there is still room for skateboarders Needs to be professionally designed with input from skateboarders like us
<b>Security</b>	Mom won't let me go there because it's unattended, even with cameras Cameras helped, but an attendant (like in Billings) would help more

# Appendix B - Design Workshop Comments

## Design Workshop Comments 5/28/09

Category	Comment	# of Occurrences
Dog Park	3 dog parks is too many - eliminate/move small dog parks	2
	Rename bark park "dog park"	
	Move large dog park to where Xtreme Sport area is shown	2
	Show access to bark park (shown extreme sports area) from Fort Road.	
Extreme Sports	Lack of visibility for fans, participants, police at extreme sports area	
	Consider separating extreme sport uses - BMX riders will gravitate toward skate park	2
	Move skate park and BMX north of Madea field	
	If BMX and skate park go north of Madea field, is there room for paintball there, as well, or could paintball fit somewhere else? Existing location is underutilized.	
	Skate park downtown for increased visibility? Consider old Cook Ford site.	
	BMX track looks too small. Need 900 feet of track.	
	Sign BMX track for non-motorized use	
Lighting	More and better lighting (down lighting to conform with dark sky initiative	
	Lights and cameras throughout entire park	
Parking	Convert 20 parking lot spaces at west end to green space	
	Straighten ingress/egress at Madea field (may not be possible due to terrain?)	
	Incorporate piece at Dana & 11th into drawing - pave parking lot	
	Move parking area and bridge north of arena	
	Increase size of parking on south end by creating parking at shown location of small dog park.	
	Parking is an issue at Madea field - where can we get additional parking on that site?	
Pathways	Show connecting ramp for pathway at West 14th Street	
	Eliminate path on levee south of 11th Street	
	Realign south pedestrian bridge to match up to pathway just south of 11th Street bridge	
	Like additional pedestrian bridge at north end	
Picnicking	Add designated BBQ area(s) with grill, water	
Playgrounds	Keep existing purple playground (SE corner)	
Police	Visibility from police station must be maintained - remove vegetation between park and PD	
	Clarify purpose of Redle field extended space so that fencing is appropriate. Possible use of outfield space for parking/viewing?	
	Initiate dialogue with police department re increased presence in the park.	2
	Don't create too much room for PD to patrol unless they will patrol it	
Restrooms	Add restrooms at Blue Sky Saddle Club arena	
	Add restrooms on west side	
Saddle Club	Keep Blue Sky Saddle Club arena at current location - recently reconstructed and rebedded	
Signing	Signing	
	Gateway entrance to park	
	Readable signs to park and to other facilities around town.	
Volleyball	Consider addition of volleyball courts at new NW picnic area off Fort Road	
Other Uses	Fishing pond in oxbow area	
	Ice cream stand	
	Keep sledding hill	
	Overall cleanup (ongoing)	
	Tables for chess and checkers	
	Place for artists to do painting sessions	
	Consider active organizer of activities in the park	
	Stabilize hillside in oxbow area	
	Oxbow improvements are great	
	Develop theme for park	

Appendix C - Sheridan Community Forest Assessment

# SHERIDAN COMMUNITY FOREST ASSESSMENT



September 30, 2004

## Appendix C - Sheridan Community Forest Assessment

**Prepared by:**

**Technical Forestry Services  
603 Greybull Avenue  
Greybull, Wyoming 82426**



# Appendix C - Sheridan Community Forest Assessment

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# Appendix C - Sheridan Community Forest Assessment

## 1.0 INTRODUCTION

This Assessment was developed by Technical Forestry Services, a private forestry consulting firm located in Greybull Wyoming and providing forest consulting services throughout Wyoming and the Rocky Mountain states. Funding came from Wyoming State Forestry Division (WSFD) in cooperation with the USDA Forest Service.

A 1993 Tree Inventory conducted by the WSFD valued the Sheridan trees growing on public property at nearly four million dollars. The benefits of trees in the urban environment are many (see Appendix A). The proper care, maintenance and planning for the community forest is essential in sustaining a healthy and functioning community forest. This document is an Assessment of the current condition of the Community Forest within the City of Sheridan.

### 1.1 Plan Time Frame

Technical Forestry Services first contacted the City of Sheridan (City) in June 2004 in regard to the development of a Sheridan Community Forest Assessment (Assessment). This Assessment is scheduled for delivery to the City in September of 2004.

### 1.2 Acknowledgements

Roger Bent, Executive Director of the Downtown Association, Scott Hininger, Extension Agent, the USFS Bighorn National Forest, Ross Besson and Steve Lowham, City of Sheridan, were instrumental in providing information used in the development of this Assessment.

Community Forestry Coordinator Mark Hughes with the WSFD provided key support during the development of this Assessment.

### 1.3 Plan Organization

Following the Introduction (Section 1.0), the Assessment is divided into four sections: Section 2.0 Assessments/Inventories (What do we have?), Section 3.0 Goals (What do we want?), Section 4.0 Recommendations (How do we get what we want?). The Assessment ends with a Conclusion (Section 5.0) and a Glossary (Section 6.0).

This Assessment is compatible with the Sheridan Master Plan 2002 which states, “Themes, goals and implementation strategies are intended to guide growth throughout Sheridan County. The general planning themes become real through more specific goals and implementation strategies”. This Assessment provides a general overview and a platform for future planning in the community forest spectrum.

The Assessments/Inventories section in this Assessment identifies any existing planning or inventory resources. This section also documents observations or theme topics made by resource professionals and key stakeholders regarding the current state of the community forest and community forestry program.

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The Goals section provides a view of the direction key stakeholders see the community forestry program trending.

The Recommendations section outlines suggestions and feedback for improvement to the community forest and current forestry program (How do we get what we want?).

### 1.4 Resource Directory

#### **Community Forestry Consulting**

Technical Forestry Services  
603 Greybull Avenue  
Greybull, WY 82426

(307) 765-2635 (office)  
(208) 248-4088 (fax)  
(307) 272-9533 (mobile)

Email: [cweydeveld@wytfs.com](mailto:cweydeveld@wytfs.com).

Chris Weydeveld, President  
Certified Forester/Certified Arborist

#### **Wyoming State Forestry Division**

Wyoming State Forestry Division  
1100 West 22<sup>nd</sup> Street  
Cheyenne, WY 82002

(307) 777-7586 (office)  
(307) 777-5986 (fax)

Email: [mhughe@state.wy.us](mailto:mhughe@state.wy.us)

Mark Hughes, Community Forest  
Coordinator

Wyoming State Forestry Division, Dist. 5  
600 Veterans' Lane, Room #2  
Buffalo, WY 82834

(307) 684-2752 (office)

#### **City of Sheridan**

Ross Besson  
Engineering Project Manager  
City Hall  
55 Grinnell Plaza  
P.O. Box 848

Sheridan, WY 82801

Steven K. Lowman  
GIS Coordinator  
City of Sheridan  
Engineering Dept, GIS Division  
55 Grinnell Plaza  
P.O. Box 848  
Sheridan, WY 82801

Ph 307-674-6483 x236  
Fx 307-672-5241

[gis-coord@city-sheridan-wy.com](mailto:gis-coord@city-sheridan-wy.com)  
[www.city-sheridan-wy.com](http://www.city-sheridan-wy.com)

106-57-16.94W 44-47-59.53N  
Elevation 3740 Ft 1140 Meters

#### **Other Organizations**

Downtown Sheridan Association  
Roger M. Bent, Executive Director  
P.O. Box 13  
39 North Scott  
Sheridan, WY 82801

(307) 672-8881 (Office)  
(307) 751-0708 (mobile)

[xdir@downtownsheridan.org](mailto:xdir@downtownsheridan.org).

Whitney Benefits Inc.  
Patrick Henderson  
Whitney Community Vocational Center 245  
Broadway  
P.O. Box 5085  
Sheridan, Wyoming 82801

(307) 674-7303

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[director@whitneybenefits.org](mailto:director@whitneybenefits.org)

Sheridan County Extension Office  
224 S. Main, Suite B10  
Sheridan, WY 82801  
(307) 674-2980 (Office)

### University of Wyoming

Cooperative Extension Service  
Scott Hininger, Extension Agent

### 1.5 Participation Proclamation

Below is the timeframe detailing individuals involved in the development of this Assessment.

- April 23, 2004 – Mark Hughes with the WSFD provided contact information for key stakeholders involved with the community forestry program.
- May 18, 2004 - Mark Hughes provided overview of Sheridan grant awards and community planting projects.
- June 6, 2004 – Overview of the Sheridan Community Forest provided by Scott Hininger, (UW Extension Service), and Chris Thomas, USFS.
- June 9, 2004 – Chris Weydeveld (*TFS*) met with Scott Hininger, Roger Bent (Downtown Sheridan Association), and Chris Thomas and Scott Hill (USFS) regarding the Sheridan community forestry program.
- July 6, 2004 - Mark Hughes, Bill Crapser (State Forester), Jay Hein, Mark Cooper (Western Forestry Leadership Coalition), and Susan Ford, USFS visit the City of Sheridan during the Wyoming Urban and Community Forestry Review. Members of the review committee provided feedback for this Assessment.
- July 23, 2004 – Chris Weydeveld met with Ross Besson with the City of Sheridan and was given the current status of the Tree City USA program and Tree Board developments.
- August 6, 2004 - Mark Hughes provides information on other key contacts in the community.
- September 3, 2004 – Chris Weydeveld discussed the current GIS program at the City of Sheridan with Steve Lowman.

### 1.6 Purpose Statement

The purpose of this Assessment is to provide a third party overview of the Sheridan community forest and the community forestry program. *This Assessment is not a Community Forest Management Plan, nor does the cursory tree assessment information constitute a Community Tree Inventory.*

# Appendix C - Sheridan Community Forest Assessment

## 2.0 ASSESSMENTS/INVENTORIES

### 2.1 Existing Assessments/Inventories

- The Wyoming State Forestry Division conducted a street Tree Inventory in October 1993 titled City of Sheridan, Community Forestry Inventory. This inventory is now outdated.
- A Community Assessment was developed with the direction of the Wyoming Rural Development Council. This document can be viewed online at: <http://www.city-sheridan-wy.com/assess/assess.pdf>.
- Master Plan 2002 is referenced on the City of Sheridan web site. A full copy of the plan, however, was not easily available at the link posted. Portions of the plan can be found on the City website at: <http://www.city-sheridan-wy.com/smp/index.html>.

### 2.2 Tree Population Assessment

Sheridan provides a unique environment for a diverse and healthy tree population due to a variety of soil types, proximity to flowing water, and a moderate climate by Wyoming standards.

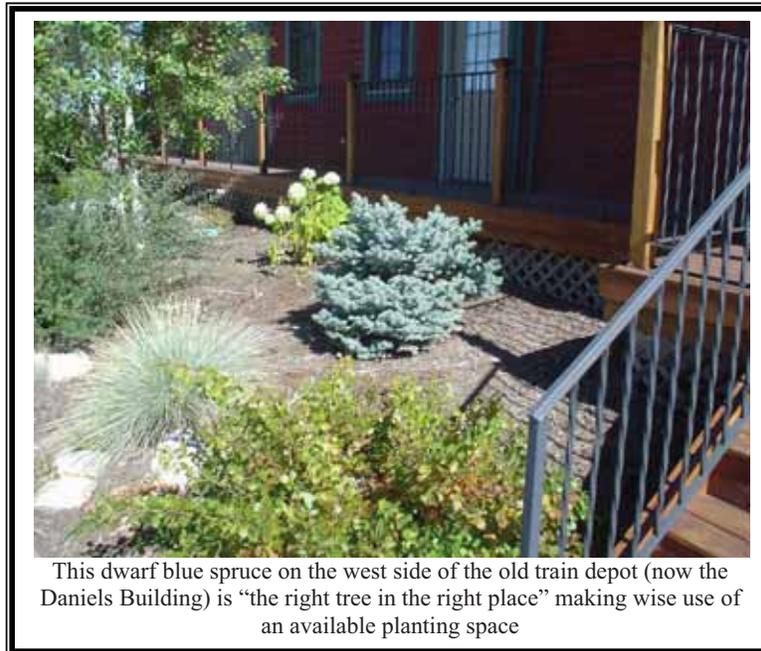


The current tree population is functioning well in many ways however some improvements are needed. An aging tree population, inadequate replacement plantings in available growing spaces, tree maintenance needs, and tree care and maintenance conducted by nonprofessionals have combined to produce some problems within the City tree population. These problems will be explored briefly in the following sections.

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### 2.2.1 Growing Space

Growing space is defined as that area capable of safely supporting growth and sustainability of a tree to maturity, in a location appropriate both for reasons of appearance and function.



#### 2.2.1.1 Availability of Growing Space

The City currently under utilizes available growing space. Growing spaces that would benefit from plantings include:

- along city streets in growing spaces where no tree currently exists or where existing trees are in need of removal
- open spaces in Parks where shade would benefit the user group

The lack of a current Tree Inventory, which would identify available growing space, creates some difficulty in readily determining areas of high priority for planting.

#### 2.2.1.2 Condition of Growing Space

Sidewalk plantings in “tree wells” can cause sidewalk buckling unless proper measures are taken. In all cases a proper planting space is a key component of long term tree health and condition.

### 2.2.2 Tree Health and Condition

Below are some observations by local and regional professionals regarding the current community forest health conditions in Sheridan.

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USFS Entomologist Kurt Allen assessed trees in the Sheridan area in the past year and determined the following:

- an aging tree population, particularly in the cottonwood trees, with many of these trees in the 100+ age class.

USFS Foresters Chris Thomas and Scott Hill made the following observations:

- invasive species such as Russian olive are increasing in presence within City limits.
- spruce trees are infected with the Cooley spruce gall adelgid (Cooley spruce gall aphid)
- tent caterpillar infestations are a problem
- a late freeze in 2004 affected trees in the city and caused frost cracks in paper birch
- care is needed to prevent introduction of blister rust in the white pines and the sudden oak disease pathogen which has been found in a number of nurseries on both coasts. “I’d hate to have that come in here and smuck the oaks”.

Roger Bent, Director of the Downtown Association, notes the following:

- rotten limbs in aging cottonwoods have fallen and caused damage to parked vehicles
- the City currently has no city arborist and therefore no individual assigned solely to the care and maintenance of the community forest

Scott Hininger, University of Wyoming Extension Agent for Sheridan County, observed the following:

- aging cottonwood population
- aphids, particularly infestations in linden trees during the 2003 growing season
- possible cytospera infections in honeylocust
- problems with the tops of Scots and Austrian pines dying, possibly from pine shoot borer

### 2.2.2.1 Mulch

Lack of mulching and inadequate irrigation contributes to the poor health and condition of some trees. Many trees show wounding at the ground level which is often due to mower damage. Turf is able to grow close to the trunk due to lack of mulch and when mowers attempt to cut this turf damage often results. Fungal diseases and insect pathogens gain entry at these wounds which causes a decline in tree health.

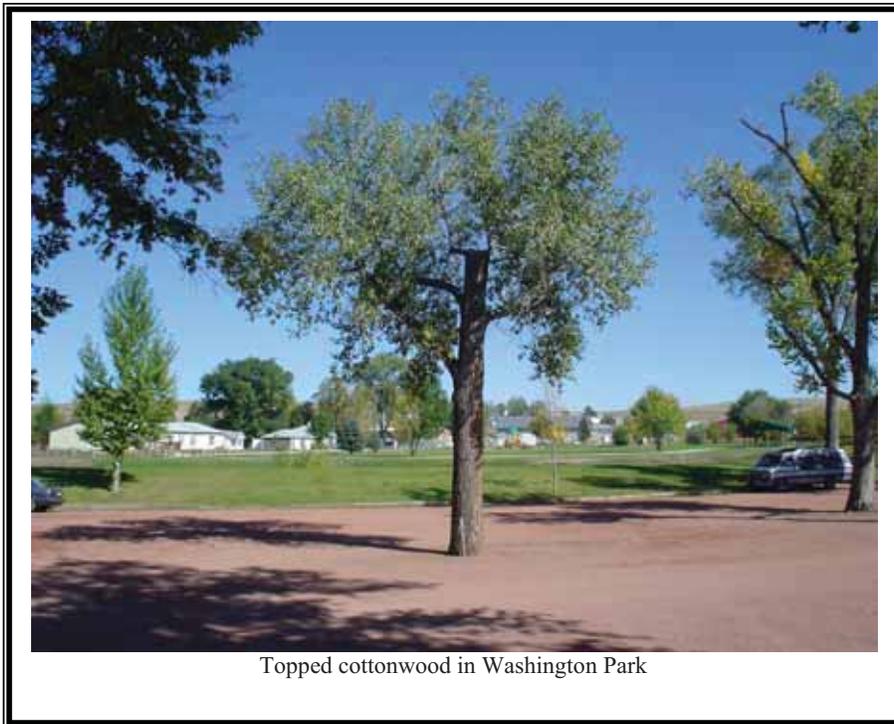
## Appendix C - Sheridan Community Forest Assessment

### 2.2.2.2 Pruning

Pruning on public property has resulted in poor pruning cuts. In many cases poor pruning has resulted in a three or four inch “stub” that inhibits the tree from healing itself at the pruning cut. Proper pruning is essential to prevent potential health problems. In places of high visibility, proper pruning is desirable for providing a good example of tree care and presenting an attractive appearance. Jim Shassetz, a Certified Arborist, and his wife Jennifer volunteered to prune the Downtown Sheridan Association street trees in 2004.

### 2.2.2.3 Topping

Sheridan has had a problem in the past with tree pruning companies topping street trees. Topping predisposes trees to produce poorly attached sprouts and invasion by insects and diseases. It is also associated with health decline and safety risks as trees age.



The City has made gains at stopping the use of topping on public property.

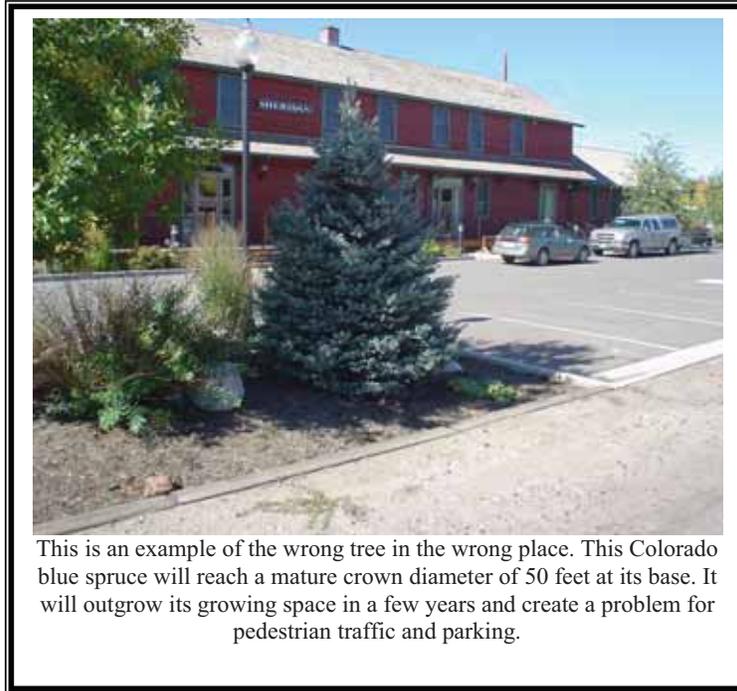
Topping for utility line clearance is a problem in some areas. Utility companies are becoming more aware of alternatives to topping, such as the removal of lateral branches to “lower” the crown.

### 2.2.2.4 Planting

Poor planting procedure is also a problem in some parts of the City. Trees have been planted too deep. When planted too deep, tree pathogens, such as fungal diseases and soil organisms, may attack that portion of the tree not intended for growth below ground level. In the past poor tree

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placement has resulted in trees planted too close to street corners and large trees planted below power lines.



Tree protectors are used in some cases to protect young trees with thin bark from possible damage. If used improperly, however, tree protectors provide an environment suitable for insect and disease pathogens. These tree protectors should be removed once bark becomes thicker.

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Cottonwoods along 5<sup>th</sup> Street near Interstate I-90 have been the victims of buck deer rubbing the velvet off of their antlers. These “buck rubs” will likely die this year from the damage. Woven wire fencing, similar to that installed around trees at the 5<sup>th</sup> Street Garden Club planting, helps protect trees from animal damage

### 2.2.2.5 Tree Species Composition

Species diversity has improved in the past years with a variety of trees being planted. Species contributing to the diversity include: ginko, hackberry, walnut, Ohio buckeye, maple, pear, apple, lodgepole pine, and western larch. Species diversity can still be improved in Sheridan, however. The current tree population is concentrated in green ash, Siberian elm, cottonwood, Colorado blue spruce and chokecherry. This heavy reliance on a few tree species leaves the community vulnerable to disease and insect outbreaks.

### 2.2.3 Tree Age Composition

A large portion of the City tree population consists of cottonwoods planted in the early 1900’s. These trees can be expected to decline and disappear in the next few years. There has been an active response on the part of the Downtown Sheridan Association with the Main Street Program. With the use of volunteers, trees have been planted along Gould Street, Main Street, and Grinnel Plaza. Due to continuing volunteer efforts, the City has only seen the loss of a few trees out of the 40 or 50 planted since 1992.

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### 2.3 Community Forestry Program Assessment

Sheridan has made great strides in improving the community forestry program. Efforts include:

1. The formation of a committee to develop a tree ordinance - a tree ordinance is one of four requirements in becoming a Tree City USA.
2. The formation of a City Planning Commission - the City Master Plan 2002 states in the Implementation Strategies that a City Planning Commission “*establishes guidelines and standards for commercial and mixed-use development. The Planning Commission(s) should devise and implement, within designated areas, an aesthetics review process for all commercial or mixed-use development that requires a building permit or subdivision review*”. The Plan goes on to state “*Separate and distinct guidelines should be established for each aesthetics review area*”. Examples of guidelines include:
  - Street design should include boulevard walks, and street trees on all arterial streets.
  - Trees are desirable within any commercial or residential development.

Some improvements are needed including a current Tree Inventory, Master Tree Plan<sup>1</sup>, and Community Forest Management Plan.

#### 2.3.1 Program Participation

An Urban and Community Forest Council Grant, received in 2004, was used to develop and landscape the 5th Street entrance to the City. Native trees and shrubs were used to accent the City of Sheridan welcome sign. A total of \$10,320 has been awarded to Sheridan and Sheridan County by the Wyoming Community Forest Council in the form of grants.

Many opportunities that serve to assist in developing community forestry program efforts are available. The most beneficial of the programs available is the Tree City USA program sponsored by the National Arbor Day Foundation. Visit the site below for more information.  
<http://www.arborday.org/programs/treecityusa.cfm>.

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<sup>1</sup> Master Tree Plan refers to a document that keeps an accounting of all public trees, past, current, and future maintenance needs, age, size, species, etc...Current Geographic Information Systems technology and software allows the “Master Tree Plan” to be kept in a computer database which provides ease in updating, querying, and sorting. STEMS is freeware available from the USFS at: <http://www.umass.edu/urbantree/mcti/>

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### 2.3.2 Community Forest Management Plan

Sheridan does not currently have a Community Forest Management Plan in place.

### 2.3.3 Ordinance Review

The Sheridan tree ordinance is currently being developed by a group of individuals including City Engineering Project Manager Ross Besson. The Ordinance will be an important step in the process of becoming a Tree City USA.

Three important categories should be present in a tree ordinance:

- **Tree care** – an ordinance with tree care provisions is required to meet Tree City USA standards. The focus should be on tree planting and maintenance such as establishing planting and pruning rules, protecting trees from disease or insect epidemics, protecting people from hazards, and establishing tree boards or other administrative structures within the community.
- **Landscaping** – a professionally developed landscape plan should be a component of any new City project. At a minimum, the ordinance should define a process requiring all new landscape plans to be reviewed by the tree board.
- **Tree conservation, protection or preservation** – an ordinance should contain language to protect trees during development and construction. One method for educating developers and tree care workers is to require the purchase of a permit at a nominal cost before conducting work activities. While the contractor is at the City office purchasing this permit, he or she can be informed of tree preservation policies and be provided with a copy of the City tree ordinance.

For more information on developing a tree ordinance review the National Arbor Day Foundation publication titled: Urban and Community Forestry; A Practical Guide to Sustainability, James R. Fazio, 2003. 211 N. 12<sup>th</sup> Street Lincoln Nebraska 68508. Or visit: [www.arborday.org](http://www.arborday.org).

### 2.3.4 Budget Appropriation

To determine the level of spending required to adequately address community forest needs, a Community Tree Inventory is useful. The Inventory will identify hazard trees in need of removal, pruning needs, growing space availability, and tree age class information. This information can be useful in setting long-term planning goals for planting, tree removal, pruning, and inspection.

## 3.0 GOALS

Ross Besson – A tree farm at the cemetery would be designed to provide a source for trees in public places throughout the city.

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Chris Thomas - A desired future condition would be a community forest consisting of no more than 10% of any one species. That could be expanded to age classes also. The problem with that, I guess, is it goes against the use of native species, as we don't exactly have 10 native species to pick from.

Some of the exotic species may not survive well without a lot of care. Some of the species will grow and thrive in sheltered town sites, but the more exposed ridges, frost pockets, and out of town they cannot make it through the cold snaps, wind and droughty weather.

Community Assessment – The following are comments from the Sheridan Community Assessment in the section titled: What Was Said In The Interviews:

- Continue to beautify downtown...need to fix pavements and replant trees.
- Lack of trees in Sheridan
- Give thought to the future of Sheridan Avenue need for trees
- Maximize non-consumption of resources, ie. Trees, water and air
- Need more trees recent projects have lost trees along Coffeen
- Trees trees trees.

### 4.0 RECOMMENDATIONS AND STRATEGIES

#### 4.1 Tree Population Assessment

Sheridan should conduct a Tree Inventory as a first step toward improving the Community Forest population and program. Current computer software is available that allows for efficient collection of tree data. Visit <http://www.umass.edu/urbantree/mcti/> online for an example of this software and a description of its use.

Among other things, the high cost of tree care and maintenance appears to be a major hurdle in efforts to improve the community tree population and community forestry program. Some possibilities for overcoming this include:

- make it more efficient for City managers to plan and account for tree maintenance tasks. An example of a software package that allows managers to do this is available at: <http://www.umass.edu/urbantree/stems/index.htm>.
- promote the role of community forestry as a way to improve community economic standing. Proper tree management could increase the attractiveness of local business to customers
- involve municipal leaders, local organizations and homeowners in the community forestry program with volunteer projects that help to reduce the City employee workload
- develop more brochures and newspaper articles to further public outreach and encourage volunteerism

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### 4.1.1 Growing Space

It is recommended that trees be planted in available growing spaces to the extent that resources are available for the future care and maintenance of the trees.

#### 4.1.1.1 Availability of Growing Space

Conduct a Tree Inventory that will identify locations of growing spaces.

#### 4.1.1.2 Condition of Growing Space

Planting spaces, particularly pavement plantings, require special planning. It is recommended that a Certified Arborist or Landscape Architect be consulted prior to developing project plans. A Community Forest Management Plan would provide the technical specifications required for pavement-plantings.

When planting in paved areas, several factors must be considered to insure success.

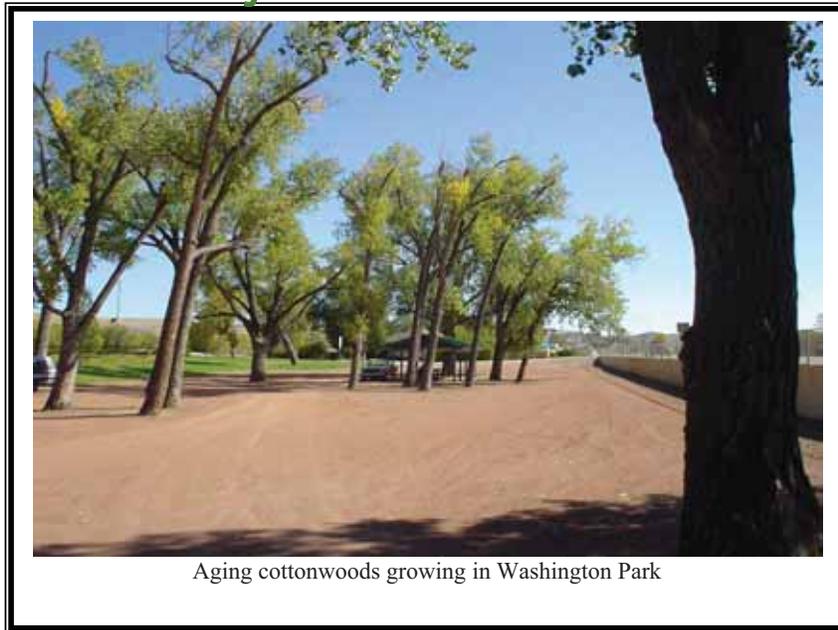
- pavement can be cut to create an adequate growing space for some tree species. Adequate provisions and planning are needed for aeration, drainage, irrigation, root growth, and particularly for tree maturation.
- tree grates and tree protectors are often used in this situation to protect the tree and provide safety to pedestrians.

Pavement-plantings will require attention to address the above listed considerations. Without proper preparation, trees that are planted in these growing spaces may result in “buckling” of the sidewalk by root growth. Compacted soil, salt accumulations, and inadequate growing space could result in poor health and form if pavement planting spaces are not prepared adequately.

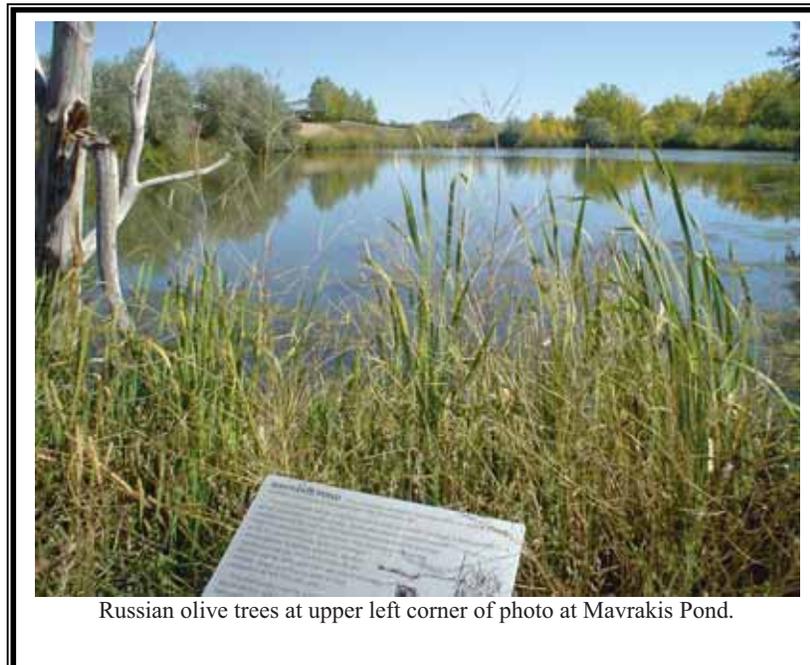
### 4.1.2 Tree Health and Condition

Through the efforts of an active community forestry program, new tree plantings will eventually replace the existing aging population. An active “underplanting” program should be outlined in a Management Plan. Young trees should be planted in areas where aging trees predominate. Once the newly planted trees reach maturity, the aging trees can be removed.

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Invasive species such as Russian olive or salt cedar (tamarisk) should not be planted by the City. An education program should be initiated to discourage the planting of these species on private land.



A Tree Inventory would identify hazard trees such as those with rotten limbs in aging cottonwoods. Tree management software, such as that identified above, will help to prioritize and schedule hazard tree removals.

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The City should consider hiring a city forester solely responsible for the care and maintenance of the community forest.

### 4.1.2.1 Tree Selection (form)

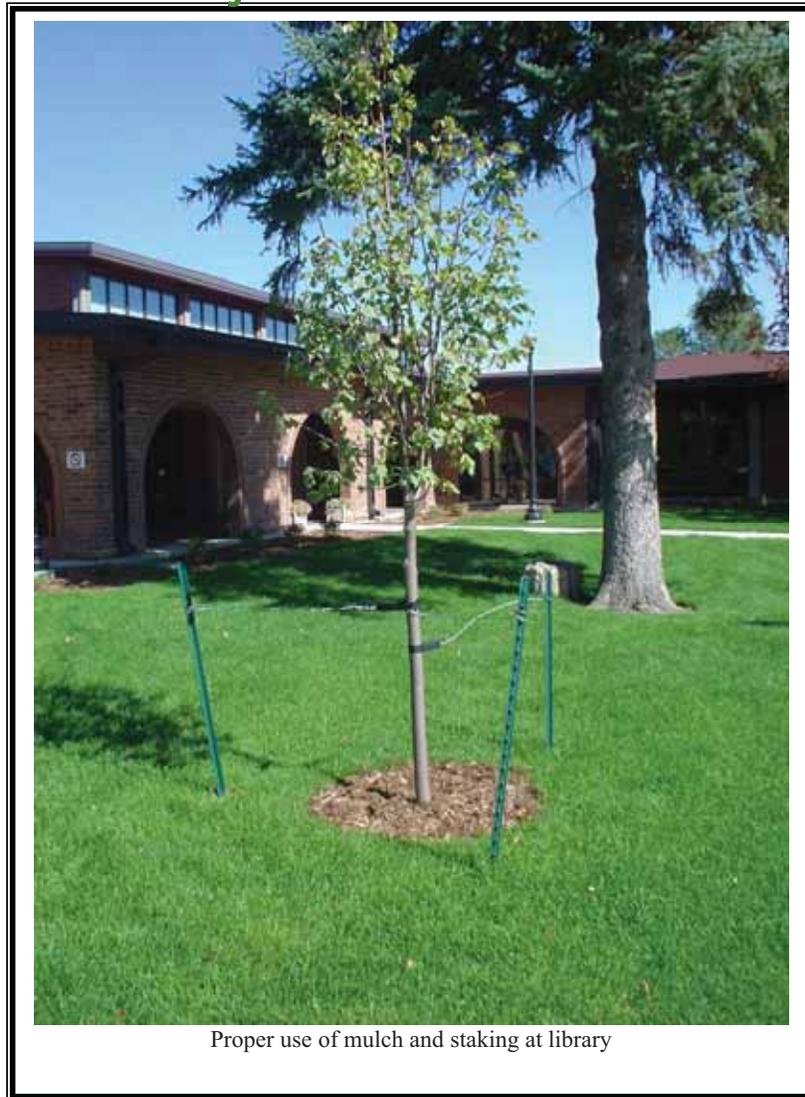
Trees are available at local nurseries for purchase and immediate planting throughout the season: bare-root trees can be planted in the dormant season, balled and burlapped in the cooler months, and containerized stock throughout the year. Below are a few key characteristics useful in selecting a healthy specimen.

- a plant with relatively symmetrical shape
- a single, well developed leader (top)
- healthy and plump buds
- a reasonably straight trunk that tapers nicely
- bark free from cuts and scrapes
- pruning wounds that have healed over in a “doughnut” shape
- absence of frost cracks, sunscald, swollen areas, and evidence of disease or insect injury
- a stout root system
- horizontal branching

### 4.1.2.2 Mulching

Mulching the area around the tree base is important to maintaining a healthy tree. Mulch helps to retain soil moisture, reduces competition from grass and weeds, protects the tree from lawnmower and string trimmer damage, and acts to minimize soil temperature extremes. Using organic mulch, such as straw, wood chips, or compost will allow for slow decomposition and contribute to the soil composition. Avoid limestone rock. Be careful when applying mulches, as this provides an advantageous breeding ground for pests.

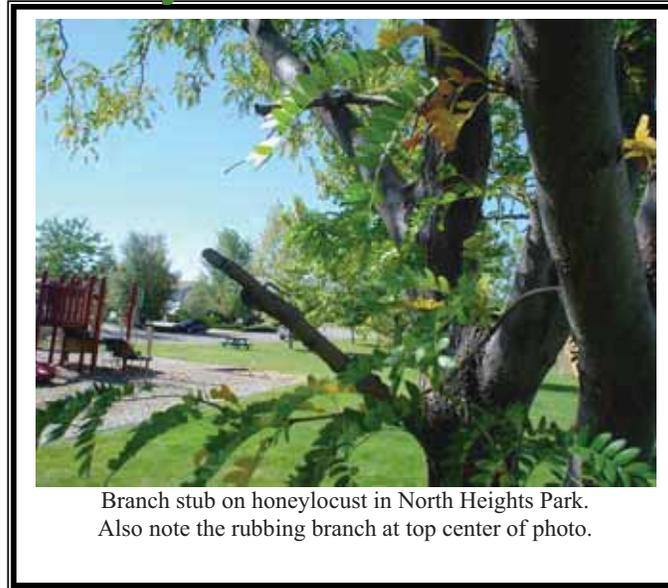
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### 4.1.2.3 Pruning

Woody plants require some pruning on an annual basis to retain the natural shape of the tree, to remove a damaged limb or branch, or to prevent two or more branches from rubbing on one another. Pruning is a process used to modify growth, whether to redirect growth and modify shape, or remove unnecessary wood in order to stimulate growth of the remaining buds. Although pruning is not necessary for newly planted trees, it is useful to correct weaknesses and to remove dead or diseased wood.

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### ***4.1.2.3.1 Timing of Pruning***

The appropriate time to prune is determined by when the flower buds are formed. If the flower buds are formed the year prior to blooming, the correct time to prune is after flowering has been completed and before the buds for next year's flowers have been formed. None of the future flowers are compromised if pruning takes place in this manner. Those plants that produce buds on wood of the current season should be pruned during the dormant stage. More specifically, fruit trees are pruned to stimulate quantity and quality fruit production. Pruning should take place in late winter.

Pruning should take place at temperatures above freezing to avoid pruning frozen wood. Heavy pruning should be done when the plant is dormant to allow for wounds to callous and heal before spring sap flows begin. Shade trees should be pruned during the late winter months with the exception of maples and birches. Maples and birches should be pruned in late summer due to 'bleeding' or heavy sap secretion when a cut is made.

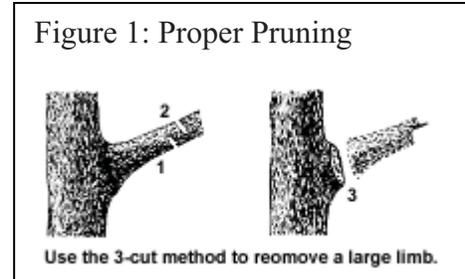
### ***4.1.2.3.2 Pruning Technique***

- prune early in the life of the tree so wounds are minimal and to redirect growth
- visually inspect the tree starting at the top and working downward
- identify the leader and lateral branches prior to pruning
- pruning should be done with clean sharp pruners, loppers, or saws
- clean cuts heal quicker than a jagged cut and should be made at an angle (30-45 degrees)
- when removing a live branch, pruning cuts should be made just outside the branch ridge and the collar. On younger branches that are too small to have formed a collar, the angle

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of the cut should approximate the angle formed by the branch ridge and the trunk. Do not leave a stub

- when removing a dead branch, the cut should be made outside the branch ridge and the collar of live tissue. The collar of live tissue should remain intact
- utilize the three cut method when removing a large limb. Make an undercut about 12-18" from the limb's point of attachment. Make a second cut from the top. Finally, remove the stub by cutting back to the branch collar. (See Figure 1).



- flowering shrubs are pruned using the 'renewal pruning' method. Approximately one-third of the oldest branches are removed at the soil line. This allows light to penetrate the inside and encourages new inner growth
- to prune evergreens, 'candles' or opening buds are lightly pruned. Refrain from pruning back to the previous year's growth as new buds rarely form on old wood.
- never remove more than ¼ of the leaf bearing crown of a tree
- wound dressings for pruning cuts have not proven to be effective and are not recommended

### 4.1.2.4 Topping

Public outreach in the form of flyers and newspaper articles are suggestions for educating the public on the problems associated with topping. Letters to local tree care companies asking that the practice not be employed is a further recommendation. Local power companies can be contacted and requested to honor the community commitment to reduce the practice of topping.

As part of the City tree ordinance, require tree pruning companies to apply for a permit for a nominal cost at City Hall before any tree work is conducted within City limits. At the time the permit is given a City employee can provide literature discouraging topping.

The tree ordinance could identify a monetary fine for any public trees that are topped. If the community supports the effort, a City wide ban on topping could be implemented in which all trees, including those on private land, are protected from topping.

### 4.1.2.5 Planting

Public outreach on the proper way to plant a tree is urgently needed. Arbor Day celebrations are an ideal time to demonstrate proper planting techniques. Brochures on planting techniques are available through the National Arbor Day Foundation and the WSFD.

Proper planning, implementation of a street tree ordinance and public education are essential to ensure proper planting of trees.

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### Tree Planting Sequence



1. Prepare tree planting space three times the width of the root ball. Make the planting space as deep or slightly less than the height of the ball.

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2. Place tree root ball so that the top of the ball is at ground level.



3. Water is applied as soil is replaced around the tree. This will assist in settling the soil and minimizing trapped air space.

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4. Weed barrier fabric will conserve water availability to the tree roots and inhibit competing vegetation from becoming established around the tree.



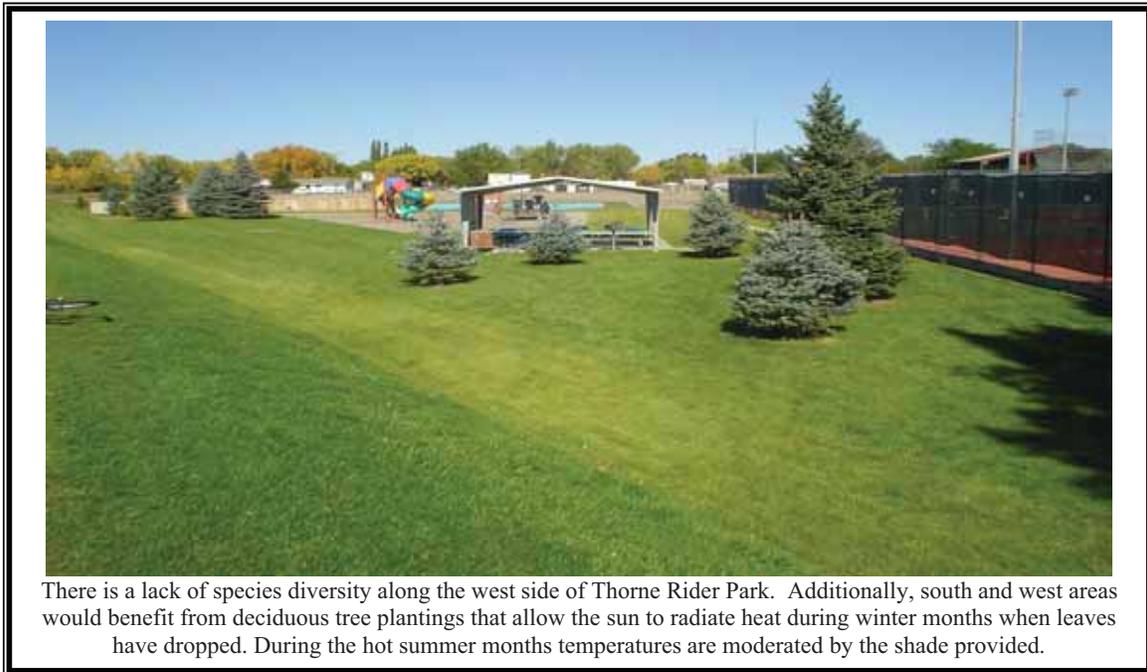
5. Bark mulch will further assist in water conservation. Staking the tree for one year will provide support for the tree in high winds, and human and animal disturbance.

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### 4.1.3 Tree Species Composition

Efforts are needed to publicly encourage the selection of alternative trees for planting in the City. Select non-traditional trees such as hackberry or black walnut for Arbor Day planting. Other suggested trees are northern catalpa, burr oak, and littleleaf or American linden. It is recommended that no more than 10% of any tree species make up the overall tree population.

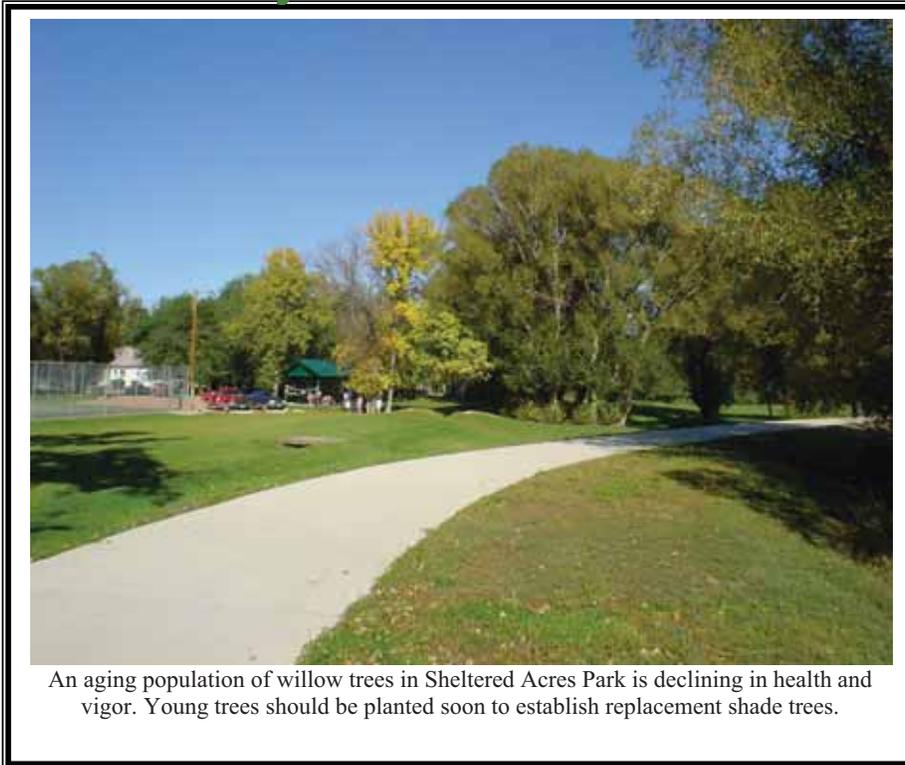
Avoid planting green ash, Siberian elm, American elm, cottonwood, and Lombardy poplar.



### 4.1.4 Tree Age Composition

Avoid large scale planting following any community-wide decimation of the tree population. This often results in the establishment of another even-aged stand, leading to yet another catastrophic loss of canopy cover when these trees become overmature in the coming decades. Begin a program where a few trees are planted annually in perpetuity. Sheridan saw the planting of many cottonwood trees in the early 20<sup>th</sup> century. The mass decline of these trees is apparent throughout the city.

## Appendix C - Sheridan Community Forest Assessment



Through a Community Tree Inventory, identify severely declining or hazardous trees. A plan should be made for the removal of these trees and the replacement of new trees. Select species that are not currently represented in high numbers.

### 4.2 Community Forestry Program Assessment

Continuing the process toward making Sheridan a Tree City USA is important. This will involve: (1) the formation of a Tree Board; (2) the adoption of a City tree ordinance; (3) expenditures of two dollars per capita on trees; and (4) an annual Arbor Day celebration and Proclamation.

The Community Tree Inventory and the development of a Community Forest Management Plan are the next steps needed to further the community forestry program in Sheridan. Accomplishing these tasks will provide a foundation with which to launch future projects and insure proper management decisions for the next 20-30-year period.

Once a Tree Board is established, the Sheridan Planning Commission should give the Tree Board jurisdiction to implement strategies regarding the community forest. Furthermore, the Tree Board should be involved in the review process of all matters regarding aesthetics when trees are a potential component.

An Annual Work Plan should be developed that includes tasks to be completed for the community forestry program on an annual basis. The plan should include:

- an annual Arbor Day and Tree City USA awards ceremony

## Appendix C - Sheridan Community Forest Assessment

- annual applications for growth awards and funding opportunities
- an annual pruning clinic for City employees
- an annual tree care workshop for City employees addressing fertilization, insect and disease problems, watering requirements and proper planting techniques
- hazardous tree inspection and removals
- tree planting
- tree maintenance and care activities
- an annual budget
- staffing and certification of the City public works department
- public outreach programs including tree care newspaper articles and public mailings

### 4.2.1 Funding Opportunities

Funding sources should be identified and contacted for information on requirements for qualification. Specific projects, programs, and educational outreach activities should be clearly defined in a Community Forest Management Plan in advance of requests for funding or assistance. Grant organizations will look more favorably upon communities that have made an initial investment by drafting a plan for the desired undertaking.

### 4.2.2 Community Forest Management Plan

A Management Plan is designed to address management goals by priorities within the planning time frames selected. It is recommended that a Certified Arborist with experience in Community Forest program development lead efforts in the development of this Plan. A Plan would provide several benefits to the City including:

- a comprehensive tree population assessment including evaluations of the Tree Inventory data and recommendations based on those evaluations
- a comprehensive assessment of the tree program including recommendations for the improvement of the tree ordinance, development of a Standards and Specifications document, and the identification of funding sources available to the City
- a clarification of both short and long term goals including a list of planned projects with well-defined scopes, budgets and schedules
- a prioritized planting plan by work unit, and land use to provide optimum tree cover for the community.

## Appendix C - Sheridan Community Forest Assessment

- a resource directory containing individuals, organizations and agencies available for assistance in community forestry programs
- a clearly defined mission statement developed in cooperation with the Tree Board
- a review of the community forest budget and recommendations for improvement
- a recommended tree species list separated by categories. Some categories may include recommended trees to plant under power lines, near water, for wildlife, varied soil conditions and aesthetic characteristics an annual work plan
- other plan benefits include: a prioritized planting plan, a prioritized maintenance plan, a replacement policy, an information-education policy, an implementation schedule, and an annual work plan

### 4.2.3 Ordinance Review

With the growth and acceptance of the community forestry program, citizens will come to see the benefits of trees and the need to protect this valuable resource. With broader community acceptance, regulations dealing with tree issues will likely be better understood. With increased public acceptance of the community forestry program, amendments should be made to the Ordinance that will provide a more broad reaching influence on tree related issues community wide.

A Community Forest Management Plan will address the tree ordinance in depth and provide recommended alternatives. The computer software, Tree Ord® [http://www.mnstac.org/RFC/treeord\\_software.htm](http://www.mnstac.org/RFC/treeord_software.htm) is being used by the committee currently developing the tree ordinance. This is a valuable tool in many ways, including the examples of other Ordinances nationwide.

## 5.0 CONCLUSION

At the request of the City of Sheridan, this Assessment has been completed to help provide guidance for future management planning. This Assessment first provides a brief overview of the tree population and the current community forestry program, then offers recommendations for improvement.

Conducting a Tree Inventory and developing Community Forest Management Plan are encouraged. Both will assist in the successful planning of future projects and the development of the community forestry program. A Community Forest Management Plan will provide a “blueprint” for future efforts in the community forestry program. It will also serve to provide the City planners and Tree Board with the resource information necessary for making informed decisions on future management needs.

The City of Sheridan is currently working toward the designation of Tree City USA. The designation of Tree City USA brings with it a community pride that is certain to instill support for a growing community forestry program.

## Appendix C - Sheridan Community Forest Assessment

### 6.0 GLOSSARY

<b>Branch</b>	A secondary shoot or stem arising from the main stem or trunk.
<b>Branch Collar</b>	Trunk tissue that forms around the base of a branch between the main stem and the branch or a branch and a lateral. As a branch decreases in vigor or begins to die, the collar usually becomes more pronounced and more completely encircles the branch.
<b>Branch Ridge</b>	A ridge of bark in a branch crotch that marks where branch and trunk tissues meet and often extends down the trunk.
<b>Crotch</b>	The angle formed at the attachment between a branch and another branch, leader, or trunk of a woody plant.
<b>Crown</b>	The leaves and branches of a tree or shrub; the upper portion of a tree from the lowest branch on the trunk to the top.
<b>Deciduous</b>	Any plant that sheds all of its leaves at one time each year (usually in fall).
<b>Gall</b>	An abnormal growth caused by an insect or disease.
<b>Herbaceous</b>	Any plant that is not woody but rather dies back to the ground each fall.
<b>Leader</b>	A dominant upright stem, usually the main trunk.
<b>Limb</b>	Same as branch, but usually larger and more prominent.
<b>Wound</b>	An opening that is created when the tree's protective bark covering is penetrated, cut, or removed, injuring or destroying living tissue. Pruning a live branch creates a wound, even when the cut is properly made.

## Appendix C - Sheridan Community Forest Assessment

### REFERENCES

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Fazio, Dr. James R. Tree City USA Bulletin 1: How to Prune Young Shade Trees. National Arbor Day Foundation.

Fazio, Dr. James R. Tree City USA Bulletin 19: How to Select and Plant a Tree. National Arbor Day Foundation.

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Knowles, Hugh, 1989. University of Alberta: Woody Ornamentals for the Prairies. University of Alberta Printing Services.

## Appendix C - Sheridan Community Forest Assessment

### APPENDIX A

Below are a few of the benefits of trees and the community forest:

#### *Social:*

- a contribution to a higher quality of life
- restorative value near hospitals, senior centers and correctional facilities
- help in building stronger communities that, in turn, contributes to lower levels of crime and domestic violence

#### *Business Improvement:*

- an increase employee productivity, morale, and pride in the workplace
- help in recruiting new employees
- help in attracting customers or new business tenants
- help in moderating climate

#### *Real Estate:*

- an increase in property values
- an increase city in assets

#### *Energy Conservation:*

- reduction in heating costs by providing wind breaks
- reduction in cooling costs by providing shade from summer sun

#### *Environmental:*

- the removal from the atmosphere of carbon dioxide
- an improvement in air quality
- added control of rainfall runoff and flooding
- lower noise levels
- a harbor for wildlife

## Appendix D – Parks & Recreation Master Plan Recommendations

Located north of downtown adjacent to the police station, Thorne-Rider Park provides a wide variety of recreational opportunities and sport facilities. Home of the Recreation District offices, the park is a sprawling complex of sports courts, fields, and other park facilities. Within the southeast boundary of the park are two ball fields, a playground, a BMX track, tennis courts, horseshoe pits, sand volleyball, and basketball. To the west across Goose Creek and up the hill along west 11th St. are Dan Madia Field, Bondi Memorial playground, a fitness trail, and a skate park. The lesser-known portion of the park to the north contains a horse riding area and paintball course. The City and the Recreation District jointly maintain portions of this park.

### Recommendations

- Address the lease agreement in effect for the site in order to clarify roles and responsibilities for maintenance and park improvements, and to ensure that any City-invested funds are meeting overall community goals and needs.
- Prior to making investments at this site, the City should complete a site master plan for this park that addresses all of the acreage, including Madia field. The site master planning process should follow community park development guidelines and the North Main Revitalization Initiative recommendations, while encouraging additional input from the public and site stakeholders. The site master plan should include a financing plan that insures there is available funding to match needed improvements, as well as long-term maintenance and operations.
- Consider the Sheridan Athletic Association’s interest and support of the Babe Ruth and American Legion fields when developing the site master plan, as well as the Recreation District’s offices and interest.
- Consider whether paintball should continue at this site for the long term, or whether it should be relocated to another site if additional park development occurs.
- Evaluate the location of the BMX track, which is currently constrained between the creek and the internal vehicle roadway, and consider whether other locations in the park would be better in the long-term.
- Create a diversity of spaces within the park. In particular, the site master plan should include an area for passive recreation, such as open lawn areas and picnicking facilities.
- Improve circulation throughout the park, including identifying pathways and trail improvements, as well as pedestrian improvements from surrounding streets into the park.
- Connect all elements within the park with an ADA-compliant path.
- In the short term, make improvements to reduce gravel from getting carried from the parking lot onto the skate park surface. In the long-term, if a skate park remains at this site, more significant improvements to enhance visibility of the skate park are needed, as well as additional user amenities such as a rest room.
- Add signage to enhance visibility of the park from the northern and southern boundaries.
- Provide overall upgrades to the existing fields and facilities, but only if the site master plan calls for these to remain at the site for the long term.
- Incorporate buffering or design features to address the neighboring residences located on the eastern boundary of the park, very near major activity areas at the park.
- Enhance the creek and creek-side areas, including pathway connections.

## Appendix E – Wyoming Wildlife and Natural Resources Trust Fund

The following application steps are taken directly from the WWNRTF website and describe the application process:

### Applications for Funding

Applicants for funding should use the form attached to these guidelines, along with ten (10) copies of the form and all pertinent material. Other forms of application will be accepted in draft form, but all final applications must use the standard application form. Supporting documentation is encouraged, will be used by staff to evaluate initial applications, and may or may not be used in the final selection process.

### Project Size

Projects are designated legally as either "large" or "small" in scale. Large projects are defined as individual projects which require \$200,000.00 or more in funding from the WWNRT and projects spanning multiple years will be considered as a single project. Applicants should understand that approval of large projects will require a sufficient amount of time for both board and subsequent legislative review prior to approval.

### Public Benefit

Projects are required to provide a public benefit. Applicants are encouraged to fully document all public benefits, such as continued agricultural production to maintain open space and healthy ecosystems; enhanced opportunities for outdoor recreation; enhancements to air, land, or water quality; maintenance or enhancement of wildlife habitat; preclusion of soil loss or disease; or other perceived public benefits.

### Eligible Applicants

The Board may grant funds only to non-profit and governmental organizations, but may participate with for-profit entities to enhance wildlife habitat, the environment, and Wyoming's natural resource heritage provided there is no allocation of financial resources to any for-profit entity. Funds may be used for planning, development, and monitoring programs at the sole discretion of the Board.

### Eligible Projects

By statute and rule, the following types of projects are allowed:

1. Improvement and maintenance of existing terrestrial habitat necessary to maintain optimum wildlife populations.
2. Preservation of open space by purchase or acquisition of development rights.
3. Improvement and maintenance of existing aquatic habitat necessary to maintain optimum fish populations.
4. Acquisition of terrestrial or aquatic habitat when existing habitat is determined crucial/critical, or is present in minimal amounts, and acquisition presents the necessary factor in attaining or preserving desired wildlife or fish population levels.

## Appendix E – Wyoming Wildlife and Natural Resources Trust Fund (continued)

5. Conservation, maintenance, protection and development of wildlife resources, the environment, and Wyoming's natural resource heritage.
6. Participation in water enhancement projects to benefit aquatic habitat for fish populations and allow for other watershed enhancements that benefit wildlife.
7. To address and mitigate impacts detrimental to wildlife habitat, the environment and the multiple use of renewable natural resources attributable to residential, mineral and industrial development.
8. To mitigate conflicts and reduce potential for disease transmission between wildlife and domestic livestock.

## Appendix F - Wyoming DEQ 319 Program

### Request For Proposals

**Clean Water Act (Section 319)  
Nonpoint Source Pollution Control Funds  
And  
Clean Water Act (Section 205(j))  
Water Quality Planning Funds**

**Final Proposals Due September 15, 2009  
Pre-Submittal Review Due Date August 1, 2009**

Clean Water Act Sections 319 and 205(j) funds for federal fiscal year 2010 will be allocated in the Fall of 2009. There will be an optional pre-submittal review (submittal due date August 1, 2009) available to help improve the quality of proposals and the chances of securing requested funding.

Clean Water Act Section 319 funds to effectively and efficiently address nonpoint source pollution are available to State and local agencies, nonprofit organizations, and private individuals on a competitive basis. Nonpoint source pollution is pollution which results from runoff of contaminants into surface waters or percolation of contaminants into groundwater. It is generally associated with human land use activities such as agriculture, construction, mineral exploration, recreation, silviculture, urban development, etc.

Clean Water Act Section 205(j) funds to address water quality planning and assessment are available to cities, counties, and conservation districts on a competitive basis. The State of Wyoming has approximately \$40,000 in Section 205(j) funds available to local planning agencies for the purpose of water quality planning and assessment.

Essential information on program requirements, how to take advantage of the pre-submittal review process, proposal guidelines, downloadable copies of required forms, and contact information are available on the Department of Environmental Quality website in the Water Quality Division, Watershed Section.

<http://deq.state.wy.us/wqd/watershed/index.asp>

Additional information can also be obtained by contacting Jennifer Zygmunt, Nonpoint Source Program and Grants Coordinator at (307) 777-6080. Both Section 319 and 205(j) funds are made available to the State of Wyoming through a grant from the United States Environmental Protection Agency.



# Department of Environmental Quality

## Wyoming DEQ 319 Program



To protect, conserve and enhance the quality of Wyoming's environment for the benefit of current and future generations.

Dave Freudenthal, Governor

John Corra, Director

### MEMORANDUM

TO: All Interested Parties

FROM: Jennifer Zygmunt, Nonpoint Source Program Coordinator

DATE: June 15, 2009

RE: Request for Proposals for 2010 Nonpoint Source Pollution Control (Section 319) Funds

**PRE-SUBMITTAL REVIEW DUE DATE: August 1, 2009**

**FINAL PROPOSAL DUE DATE: September 15, 2009**

Nonpoint source pollution is pollution which results from runoff of contaminants into surface waters or percolation of contaminants into groundwater. It is generally associated with human land disturbing activities such as urban development; construction, agriculture, recreation, silviculture, mineral exploration, etc. Under Section 319 of the federal Clean Water Act, funds can be made available to State and local agencies, non profit organizations, and private individuals to deliver a product having Outcomes and Targets that will result in reducing the impacts of nonpoint source pollution and improving water quality.

The Vision for the Wyoming Nonpoint Source Program is to sponsor projects that reduce or eliminate nonpoint source pollution in threatened, impaired, and high quality waters of the state so that all designated uses are fully supported for the benefit of all Wyoming citizens. All Wyoming citizens want to see threatened and impaired waters brought back to full support of all designated uses as quickly as possible. Projects designed to accomplish this goal in an efficient and effective manner will be given the highest priority for funding.

Nonpoint source pollution control funds are available each year on a competitive basis. Funds are awarded as reimbursement grants, meaning that funds can be issued to the recipient only after proof of expenditure on eligible costs identified to deliver the approved product. All proposals submitted for these funds must identify at least 40% of the total project cost as **non-federal** cash or in-kind services match.

**NOTE:** The Wyoming DEQ is offering the applicant the opportunity to pre-submit their proposal for departmental review prior to the final submittal date of September 15, 2009. Applicants that elect to take this opportunity can modify their proposal to address the pre-submittal comments from the DEQ. Failure by the applicant to take advantage of the pre-submittal review opportunity can be a distinct disadvantage in securing this funding. Proposal pre-submittals may be done electronically.



## Appendix F - Wyoming DEQ 319 Program

### WHAT IS ELIGIBLE AND WHAT IS NOT ELIGIBLE?

Generally, all projects that demonstrate the real potential of improving water quality by addressing nonpoint source pollution are eligible. Nonpoint Source Pollution can be addressed through projects that focus on: Best Management Practice (BMP) Implementation; Information and Education; Watershed Assessment; Water Quality Monitoring; Technical Assistance; Planning; and Groundwater. Projects focusing on more than one of the above categories are best. The key linkage is effective and efficient activities resulting in measurable **Nonpoint Source Water Quality Improvement** and **Full Support of Designated Uses** on listed waters.

There are some categories of projects and project components that are **not eligible** for these funds. Some of the more common ineligible projects and project components include:

- Projects that focus on research. These funds are targeted for projects that see direct results in water quality improvement and research projects are not eligible;
- Projects that are in response to a regulatory action. Projects required as part of a regulatory settlement, order, stipulation, or permit condition are not eligible for these funds;
- Projects designed to address point source pollution issues are not eligible;
- Projects where the primary benefit is increased production (crop, livestock, etc.), even when water quality improvement might be a secondary benefit, are not eligible;
- Any project components that involve the purchase or of real property are not eligible. Real property is defined as real estate (land) and permanent structures (buildings); and
- Any project components that are in direct violation of any local, state, or federal regulation are not eligible.

EPA has additional detailed guidance for project eligibility under 319 incremental funding at: <http://www.epa.gov/owow/nps/cwact.html>.

### HOW MUCH AND WHAT TYPES OF FUNDS ARE AVAILABLE?

The 2009 Section 319 funds will be separated into two funding categories: incremental funds and base funds and the applicant will need to identify the funding category that best suits their proposal.

Incremental funds are supplemental program monies targeted to develop and implement watershed-based plans that address nonpoint source impairments in watersheds that contain Section 303(d) listed waters. The exception to this requirement is the state may recommend up to 20% of the incremental funds to be used to develop: nonpoint source TMDLs; watershed-based plans to implement nonpoint source TMDLs; and watershed-based plans in the absence of TMDLs. Funding to do monitoring and assessment work to help in the development of any of the above items is also included in this 20% maximum allocation. Additional information on the required components of a watershed-based plan can be found in REQUIRED CRITERIA, Item No. 10 in this document. Incremental funds comprise the majority of the available funds in this request with the 2009 allocation of Incremental funds for the State of Wyoming being \$976,600.

## Appendix F - Wyoming DEQ 319 Program

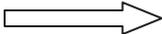
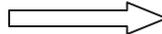
Base funds are those monies that can be utilized for the full range of activities addressed in the state's Nonpoint Source Management Plan. These funds can be used both for protection of unimpaired waters and the restoration of impaired waters. These funds can also be used to conduct strict Information and Education projects and address Groundwater projects. Up to 20% of these base funds can be used for the development of nonpoint source TMDLs, watershed-based planning on threatened or unimpaired waters, and nonpoint source water quality monitoring and program assessment/development activities. Groundwater projects can not account for more than \$150,000 of the base fund allocation. Base funds comprise the lesser amount of the available funds in this request with the 2009 allocation of Base funds for the State of Wyoming being \$231,900.

### PRODUCTS

This request is seeking projects delivering final products that result in the effective and efficient reduction of nonpoint source pollution loading to waters of the state. In order to best compete for these funds, the applicant must clearly demonstrate how the products derived from their efforts will accomplish this overarching goal.

Therefore, the project proposals sought under this request must be “product oriented” and not “process oriented.” An example of a “process oriented” project objective would be: *“relocate 5 animal feeding operations in the Rainy Creek watershed.”* The problem with this process-oriented goal is that the project could meet the process goal of physically relocating 5 animal feeding operations in the watershed, but these relocations may not having any significant impact in addressing actual water quality goal of reducing nutrients or pathogens to Rainy Creek. Converting this example of a “process oriented” objective into a “product oriented” could be: *“relocate 5 high priority animal feeding operations in the Rainy Creek watershed. High priority operations have been determined to be those where nutrient and pathogen loading directly into Rainy Creek or an immediate tributary to Rainy Creek is high under dry conditions or normal precipitation events.”*

The ultimate success of a project is the delivery of the approved, final product, called the project Outcome(s). The achievement of the project Outcome(s) depends upon the achievement of various Target products, each of which is achieved from the delivery of the Outputs obtained from the completion of various, individual Tasks.

Task Outputs  Targets  Outcome(s) = Successful Project

Project Outcomes and Targets may be short or long term, but funding cannot be extended beyond four years.

### REQUIRED CRITERIA – THE RULES

What are the “rules” for securing funding for your proposal?

1. Final proposals must be received by the

## Appendix F - Wyoming DEQ 319 Program

Wyoming Department of Environmental Quality  
Water Quality Division, Attention: Jennifer Zygmunt  
Herschler Building, 4W  
122 W. 25<sup>th</sup> Street  
Cheyenne, WY 82002

by close of business (5:00 p.m.), **September 15, 2009**. FAX copies or proposals received after the deadline **cannot** be considered. Ensure that enough time is allowed for postal service delivery on or before the deadline.

2. Project proposal **pre-submittals** (a single copy) can be sent to the WDEQ at the above address, via FAX (307-777-7610) or electronically (to [jzygmu@wyo.gov](mailto:jzygmu@wyo.gov)), and received no later than **August 1, 2009**. WDEQ comments can then be incorporated by the applicant into a final project proposal submittal package. All prospective project sponsors electing to use this pre-submittal review option must still meet all final deadline, format, and content requirements with their final project submittal.
3. Project narrative must be **twelve** (12) pages or less. Budget forms, maps, milestone tables, and the project summary sheet **are not** counted as part of the ten page narrative. No covers bindings or folders should be used.
4. Project packages must include a summary sheet, narrative, milestone table(s), budget justification, and budget table(s). These must be in the format given on the Nonpoint Source Planning and Grants link on WDEQ website (<http://deq.state.wy.us/wqd/watershed/index.asp#Grants>). Incomplete final packages will not be considered for funding. If all information is not available for a requested content item, the proposal must describe how the needed information will be collected and used. An explanation should be provided for items that are not applicable to the particular proposed project.
5. Fifteen copies of the proposal must be submitted. One copy must be unbound and single-sided. The remaining copies should be double-sided. Proposals should be submitted on recycled paper. **Note:** All pages of the proposal must be on 8.5" x 11" paper. If colored or larger sized maps or large tables are submitted with the proposal, an additional 5 copies of the maps or tables must be included with the application.
6. Project administration, including indirect costs, for funding or use as match, must be included as a separate task (Task 1) in the proposal. Federal 319 money requested for administration **must not exceed 10%** of the total federal (319) funding requested and total administration **must not exceed 10%** of the total project amount. Administrative costs must be accounted for and documented separate from other project work activities.
7. If the project is going to utilize funds or staff contributed by other agencies or organizations, written commitments must be included with the proposal documenting the amount of money and/or the number of hours of effort expected from those agencies. We cannot award the sub-grant until written commitments are received from all supporting

## Appendix F - Wyoming DEQ 319 Program

agencies/organizations identified in the proposal. If “Other Federal Funds” are to be used in the project, these need to be reported in a separate budget column (far right of table) in the project budget tables. “Other Federal Funds” are treated separately and can not be accounted for as part of the match component and are not included as part of the total project cost.

8. Costs for travel and expenses incidental to travel shall be reimbursed or accrue as match at rates not to exceed Recipient's usual and customary rates for recipient's employees and agents, not to exceed the actual cost to the Recipient.
9. The proposed budget must have a minimum match of 40% non-federal resources (40% of the total project budget). However, any agreement signed as a result of this request may require a higher rate based on the respondent's proposed budget, negotiations, and DEQ and EPA approval. Matching funds or in-kind services utilized to meet the 40% match must be clearly identified as **non-federal**.
10. Components of a Watershed-based Plan. Beginning in FY2004, the following information must be included in watershed-based plans to restore waters impaired by nonpoint source pollution using incremental Section 319 funds. These requirements are not retroactive to watershed plans developed in accordance with FY 2002 or FY 2003 Section 319 guidelines. Complete information on the FY 2004 guidelines can be found in the Thursday, October 23, 2003 Federal Register, Vol. 68, No. 205.
  - a. An identification of the causes and sources or groups of similar sources that will need to be controlled to achieve the load reductions estimated in this watershed-based plan (and to achieve any other watershed goals identified in the watershed-based plan), as discussed in item (b) immediately below. Sources that need to be controlled should be identified at the significant subcategory level with estimates of the extent to which they are present in the watershed (e.g., “X” number of dairy cattle feedlots needing upgrading, including a rough estimate of the number of cattle per facility; “Y” acres of row crops needing improved nutrient management or sediment control; or “Z” linear miles of eroded streambank stabilized).
  - b. An estimate of the load reductions expected for the management measures described under paragraph (c) below (recognizing the natural variability and the difficulty in precisely predicting the performance of management measures over time). Estimates should be provided at the same level as in item (a) above (e.g., the total load reduction expected for the dairy cattle feedlots upgraded, acreage of row crops with management, or number of linear miles of streambank remediated).
  - c. A description of the NPS management measures that will need to be implemented to achieve the load reductions estimated under (b) above (as well as to achieve other watershed goals identified in this watershed-based plan), and an identification (using a map or a description) of the critical areas in which those

## Appendix F - Wyoming DEQ 319 Program

measures will be needed to implement this plan.

- d. An estimate of the amounts of technical and financial assistance needed, associated costs, and/or the sources and authorities that will be relied upon, to implement this plan.
- e. An information/education component that will be used to enhance public understanding of the project and encourage their early and continued participation in selecting, designing, and implementing the NPS management measures that will be implemented.
- f. A schedule for implementing the NPS management measures identified in this plan that is reasonably expeditious.
- g. A description of interim, measurable milestones for determining whether NPS management measures or other control actions are being implemented.
- h. A set of criteria that can be used to determine whether loading reductions are being achieved over time and substantial progress is being made towards attaining water quality standards and, if not, the criteria for determining whether this watershed-based plan needs to be revised or, if a NPS TMDL has been established, whether the NPS TMDL needs to be revised.
- i. A monitoring component to evaluate the effectiveness of the implementation efforts over time, measured against the criteria established under item (h) immediately above.

### WHAT DOES THE NONPOINT SOURCE PROGRAM LOOK AT IN SELECTING PROJECTS FOR FUNDING?

1. Demonstrated Water Quality Need. What is the nonpoint source pollution issue that needs to be addressed? Is it excessive nonpoint source loading of a pollutant to a waterbody, the absence of Credible Data to develop a Watershed-based plan, lack of public awareness on certain nonpoint source pollution issues, etc.? The applicant must make a strong demonstration that there is a nonpoint source water quality need justifying their proposal.

2. State Strategy and Priority. Does the project's Outcomes and Targets comply with the State strategy as reflected in the NPS Management Plan and Nonpoint Source Strategic Plan? Implementation projects in support of Watershed-based plans on streams shown to be impaired from the analysis of Credible Data will be considered top priority for funding. Watershed-based planning, watershed assessment monitoring and/or water quality improvement projects in support of watershed-based planning on Clean Water Act section 303d listed stream segments will also be considered top priorities for funding. Other projects including implementation on non-listed waters, information and education, groundwater, watershed planning, wellhead protection, pesticide management, and development of Best Management Practices (BMPs) will be lower priority projects.

## Appendix F - Wyoming DEQ 319 Program

3. Project Products. What are the specific projects to be delivered to the Wyoming Nonpoint Source Program? Are the products delivered from this project clearly identified? Are they adequately quantified? Will these specific products adequately address the “Demonstrated Water Quality Need” and “State Strategy and Priority” information presented?
4. Efficient/Effective Funding. Are the costs associated with delivering these products the most efficient and effective use of funds? Do the project costs justify the degree to which the products from this project will address the demonstrated water quality need? For example, streambank rip-rap may be relatively expensive and not provide additional values that can be derived from restoration techniques such as streambank stabilization with plant materials and improved land use practices. Can products that are expensive to deliver but will only represent a minor fraction in addressing the demonstrated water quality need be adequately justified? For example, an expensive reservoir construction project funded as an alternative livestock water supply to reduce bacteria loading in a listed stream would not be justified if the project only reduces the bacteria load by a minor amount.
5. Program Coordination and Commitment. Are all the right cooperators involved in a comprehensive, integrated fashion? Have cooperators demonstrated serious commitment to the project?
6. Reasonable Costs/Justifiable. Are the proposed costs reasonable and justifiable? Can all items in the budget be found in the project description? The budget justification is the place to make this demonstration. Is 319 the appropriate source of funding for this project? If this project is the continuation of an existing project, a progress report and status of the current project should be included with the proposal.
7. Information and Education Component. Technology transfer and education is an important component of the program. Each proposal for a watershed project should include a specific effort to educate the public on the results of the project and transfer technology to potential users. Does the project have an effective and adequate I&E component relative to its scope?
8. Evaluation and Monitoring Component. Monitoring is an important component of all implementation programs. Each proposal for a watershed project should include an explanation of the evaluation and monitoring plan. The monitoring plan would be fully developed in the Project Implementation Plan. All monitoring must be done in accordance with appropriate Standard Operating Procedures (SOPs), an approved Sampling and Analysis Plan (SAP), and Quality Assurance Project Plan (QAPP). Data collected as part of these grants must be incorporated into the EPA data base. Data must be provided to DEQ in ACCESS<sup>7</sup> database format, a template can be requested from the DEQ. A volunteer monitoring task can be an effective evaluation and monitoring component of a watershed-based project. The development of a citizen’s volunteer monitoring program in your project has the potential to also be an effective Information and Education component for citizens in the watershed. Such a program can also improve citizen buy-in to nonpoint source pollution control implementations and also assist the project sponsor in the collection of data to assess the effectiveness of their project.

## Appendix F - Wyoming DEQ 319 Program

9. Project Proponent's Past Performance with Section 319 Projects. The DEQ will complete a past performance assessment for each project proponent for review by EPA and the Nonpoint Source Task Force to help determine project funding. This performance assessment will include the proponent's quality of product, compliance with time schedules, project administration, and reporting. A "Did Not Meet Expectations" report may result in a lower consideration in the competitive standing for funds. A lower consideration may result in the proponent's project either not receiving funding or receiving a reduced amount of funding with conditions that the proponent return with an additional request for funds along with providing the demonstration that their past performance issues have been addressed.

### **WHAT HAPPENS DURING THE FUNDING SELECTION PROCESS?**

If the applicant elects to participate in the pre-submittal review process, they will receive a set of review comments from DEQ on any deficiencies relating to eligibility, required criteria, format, and content. The applicant can elect to incorporate those comments into their final submittal package. Those packages still need to be submitted to DEQ prior to the deadline for final project proposal submittal.

The Wyoming DEQ and U.S. EPA will review all final proposals and formulate comments with respect to the selection items presented above. A copy of the applicant's final proposal, review comments, and applicant past performance evaluation will be sent to each Nonpoint Source Task Force member for their review. The sponsor of each eligible project will be allowed time for an in-person presentation at the November 2009 Task Force meeting. The Task Force will review each project's merits, the DEQ/EPA evaluations, and the applicant's past performance and will make recommendations for funding. Upon recommendation by the Task Force, DEQ will negotiate detailed Project Implementation Plans (PIP) with the proponent of the selected projects. EPA will work with DEQ and the project implementer to develop an acceptable PIP and perform Section 7 consultation under the Endangered Species Act. Funds are subject to the Congressional and Presidential federal budget approval process and Wyoming's actual FY2010 amount and the timing of the release of those funds are contingent upon those approvals.

Guidance for submitting proposals for the FY2010 funds, along with templates for the Project Summary Sheet, Milestone Table, and Budget Tables are provided on the Nonpoint Source Planning and Grants link on the Wyoming Department of Environmental Quality website:

<http://deq.state.wy.us/wqd/watershed/index.asp#Grants>

Following this guidance will be paramount in obtaining this funding. Persons wishing to apply for funding should visit the website or contact the Water Quality Division, Nonpoint Source (NPS) Program at (307) 777-6080 as soon as possible.

# Criteria and Instructions to States 2010 Western Wildland Urban Interface Grant Program

Congress has provided increased funding assistance to states through the USDA Forest Service State and Private Forestry programs since 2001. The focus of much of this additional funding was mitigating risk in Wildland Urban Interface (WUI) areas. In the West, the State Fire Assistance (SFA) funding is available and awarded through a competitive process with emphasis on hazard fuel reduction, information and education, and community and homeowner action. This portion of the National Fire Plan was developed to assist interface communities manage the unique hazards they find around them. Long-term solutions to interface challenges require informing and educating people who live in these areas about what they and their local organizations can do to mitigate these hazards.

The 10-Year Comprehensive Strategy focuses on assisting people and communities in the WUI to moderate the threat of catastrophic fire through the four National Fire Plan goals of improving prevention and suppression, reducing hazardous fuels, restoring fire-adapted ecosystems, and promoting community assistance.

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### Grant Criteria:

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#### 1) Reduce Hazardous Fuels / Restore Fire-adapted Ecosystems:

Recipients may facilitate and implement mitigating fuel treatments in or adjacent to identified fire prone communities to reduce the threat of wildfire to communities. Fuel reduction projects and vegetation treatments have been identified as a means of mitigating wildfire hazards. These are projects that remove or modify fuels in and/or adjacent to WUI development. Effective fuels mitigation treatments can be implemented across jurisdictional boundaries, on adjoining private lands, or within the respective communities. Projects of this type include fuel breaks, thinning, pruning, landscape modifications, etc. The overall purpose is to modify or break up the fuels in such a way as to lessen catastrophic fire and its threat to public and firefighter safety and damage to property. Another way to prevent future large, catastrophic wildfires from threatening communities is by carrying out appropriate treatments (such as prescribed burning or thinning) to restore and rehabilitate forest and grassland health in and adjacent to the WUI. Such treatments have reduced the severity of wildfires, and may have additional desirable outcomes, such as providing sustainable environmental, social and economic benefits. Project proposals should consider all elements required to implement treatments on the ground, which includes acquiring the necessary permits and consultations needed to complete plans and assessments.

#### Examples of projects that qualify (not all inclusive):

- Defensible space around homes and structures
- Shaded fuel breaks
- Fuels reduction beyond defensible space
- Removal of slash including piling and burning; mulching; grinding; etc.
- Prescribed fire
- Thinning

#### 2) Improve Prevention/Education in the Interface:

Recipients can provide leadership to coordinate, develop, and distribute wildland urban interface education programs in association with insurance companies, communities, local government agencies, and other partners. Informational and educational projects must target mitigation of risk and prevention of loss. Projects should lead to the use or establishment of one or more fire program elements such as fire safety codes, implementation of Firewise safety practices, establishing local fire safe councils, fuels treatments within fire prone communities, or community planning to define fire safe actions suited to the local ecosystem.

## Appendix G - Wildland Urban Interface Grant

### Examples of projects that qualify (not all inclusive):

- Firewise or similar programs
- Living with Fire newspaper inserts
- Fire education components to Project Learning Tree
- Pamphlets, brochures, handouts

### 3) Planning:

Community Wildfire Protection Plans (CWPP's) are created by local communities and may address issues such as wildfire response, hazard mitigation, community preparedness, structure protection, or a combination of the above. The process of developing these plans can help a community clarify and refine its priorities for the protection of life, property, and critical infrastructure in the wildland-urban interface. The Healthy Forest Restoration Act (HFRA) minimum requirements for a CWPP are: 1) Collaboration (must be developed with community members, local and state government representatives in collaboration with federal agencies and other interested stakeholders, 2) Prioritized Fuel Reduction (plan must identify and prioritize areas for hazardous fuel reduction treatments and recommend the types and methods of treatment), and 3) Treatment of Structural Ignitability (must recommend measures that homeowners and communities can take to reduce the ignitability of structures throughout the area addressed in the plan). A copy of the CWPP Handbook can be found at <http://www.safnet.org/policyandpress/cwpphandbook.pdf>

### Examples of projects that qualify (not all inclusive):

- Creation of CWPP/or equivalent document
- Priority projects listed in existing CWPPs covering the above criteria

### 4) Examples of Projects that DO NOT Qualify (not all inclusive):

- Preparedness and suppression capacity building; such as purchase of fire department equipment (try VFA, RFA, DHS and FEMA grant programs)
- Small business start-up funding
- Research and development projects (try Economic Action Program)
- GIS and database systems
- Infrastructure (building remodel, bridges, road maintenance/infrastructure, water development)

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## Grant Considerations:

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- Meets the grant criteria.
- Meets the 50/50 match requirement\*.
- Each grant request will be limited to a maximum of \$300,000.
- No state will receive more than 15% of the funds available in the west.
- At least 25% of all available grant funds must be awarded to new projects.
- All grants will be scored based on the following:

Meets the grant criteria*		Yes = Eligible for scoring	No = Ineligible
Meets the 50/50 match requirement**		Yes = Eligible for scoring	No = Ineligible
<b>1</b>	<b>Is this project achievable? (time, goals, budget, etc.)</b>		
	Yes clearly = 2	Yes but needs more info/inaccurate budget/etc. = 1	No = 0
<b>2</b>	<b>Is this project measurable? (# of acres treated, # of education/outreach programs, etc.)</b>		
	Clearly defined outputs = 2	Mentioned but no clear #s/measurables = 1	Not measurable = 0
<b>3</b>	<b>Is the applicant clearly showing collaborative elements and partners? (confidence level)</b>		
a	Collaborators input is clearly defined = 2	Collaborators listed but roles not defined = 1	Not there = 0
b	Is this a landscape scale project (adjacent to treatments on other jurisdictions)?	Yes = 1	No = 0
<b>4</b>	<b>Is this project implemented from an existing community plan or is the request to develop the plan? (Note: preference will be given to those projects that are incorporated in a completed plan)</b>		
	Plan completed = 2	Plan in progress = 1	No plan = 0
<b>5</b>	<b>Is the applicant clearly demonstrating project longevity? (Note: preference will be given to those projects clearly showing how it will remain effective over time)</b>		
	Clearly Defined = 2	Mentioned not defined = 1	None = 0

## Appendix G - Wildland Urban Interface Grant

\*A 50/50 match. The allocated grant amount must be matched in full by the recipient using a **non-federal source**. Exception: Title III funds under the Secure Rural Schools and Community Self-Determination Act of 2000, PL 106-393 are not considered federal dollars and may be used as match. The matching share can be soft match (which includes training hours valued at an accepted rate, donated labor/equipment, etc) and/or hard match (which is actual dollars spent other than federal grant funds within the specified scope of work.)

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### **Application Instructions:**

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The application is in adobe pdf format. It is fill in enabled in any form of Adobe Reader 5.0 or higher. If you do not have Adobe Reader, go to <http://get.adobe.com/reader/> and download Reader 9.1.

1) All blocks are fill-in enabled and character locked. Applicants must fit all information into the allotted character space. **Applications that have been modified for any reason will be considered ineligible by the review committee. Any attachments or additional documents that are not removed at the state level will not be considered by the review committee.**

2) Application guidelines by box number: (All boxes must be filled in on the application. If a box does not apply to your project fill in that space with NA.)

- **Box 1 & 2-** Basic applicant and community at risk information.
- **Box 3 & 4-** The totals in these boxes will add automatically when all data is entered into the fields. It is recommended you check all numbers add up correctly. See description of hard vs. soft match.
- **Box 5-** Answer the specific questions. Under the three Project Category fields fill in only if they apply to your project. If, for example, Planning is not a part of your project fill in NA.
- **Box 6-** The project area description should give a brief overview of the project to point out the hazards and clearly show the need for work in this area. If applying for a fuels reduction project, describe the vegetation types.
- **Box 7-** The scope of work should explain exactly how the grant dollars will be spent on this project. Unlike the overview, this will provide the specific details of the project using measurable units where applicable. Be concise, say exactly what will be done with grant funds not what you expect the reviewer wants to hear. Use this block to explain any additional budget detail.
- **Box 8-** Describe the contributions each partner will make to the project by stating the collaborating partners name and what they will be contributing to the project such as manpower, equipment, matching funds, etc.
- **Box 9-** The **Project Timeline** should include such things as: begin/end dates, milestones, quarterly accomplishments, etc.

**Maintenance** should clearly show the who, what, when, where and why of how this project will remain effective over time. The four main points to be included for fuels projects are:

1) Environmental Factors: describe the maintenance requirements unique to this project based on site characteristics i.e., present and future vegetation occupying the site, growth rates, returned natural fire intervals or any other environmental factor that affects the continued maintenance of this project.

2) Education: describe how key players have been trained and educated to maintain the project and explain their understanding of the needs and expectations of the project's maintenance

3) Commitment: clearly demonstrate a commitment by the individual/community to maintain this project into the future, i.e. state laws, CWPP terms, signed landowner agreements or other documents or agreements that hold the sub-grantee accountable for project maintenance over time

4) Monitoring: describe who will be responsible for monitoring the project, what qualifications they have if they are not obvious (i.e. State Forestry personnel, Fire Safe Council member, Fire Department personnel, etc.), and at what intervals they will be checking (i.e. yearly, quarterly, etc); clearly describe timelines, milestones, and measurables

**Sustainability** should clearly describe how the project will be sustained over time.

### **Application Due Dates:**

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The standard application form for 2010 must be used. This form should be filled out and submitted electronically to the appropriate state agency by their posted deadline.

**ATTENTION: Western Wildland Fire Protection Committee (WSFM)**

All applications must be received by Diane Denenberg by 4:00 p.m., MDT on **September 8, 2009**. The email address to send the applications to is: [ddenen@lamar.colostate.edu](mailto:ddenen@lamar.colostate.edu). This deadline applies to prioritized applications from the states. Individuals must submit the application to the appropriate state agency for prioritization, they may not submit directly to the address above. The applications will then be posted to the WFLC website for review. When submitting prioritized applications to Diane, name the files by state and priority number (ex. Nevada01, Nevada02, etc...).

Each state should set its own internal deadlines for its cooperators, partners, and client's applications so they may be reviewed and prioritized at the state level before submission to Diane Denenberg by the deadline above. Please remember to remove all additional state specific information you requested and any attachments before posting them to the website.

**WORKSHEET - NOT VALID GRANT APPLICATION**

[www.tonyhawkfoundation.org](http://www.tonyhawkfoundation.org)



TONY HAWK FOUNDATION

**GRANT APPLICATION WORKSHEET**

This Grant Application WORKSHEET is valid through **March 1, 2009**.  
The online grant application must be completed and all supporting documents must be postmarked by  
March 2, 2009 and sent to the following address:  
Tony Hawk Foundation, 1611-A S. Melrose DR #360, Vista CA 92081

In order to consider your skatepark project for a grant,  
it is important that you present the most accurate, up-to-date information.

For more information, go to [www.tonyhawkfoundation.org](http://www.tonyhawkfoundation.org)

If this application is coming from a non-profit organization other than a municipality, a copy of your  
IRS Determination Letter indicating your non-profit status **must** be submitted with the online grant  
application.

If your organization has already applied for a Tony Hawk Foundation grant on two different  
occasions **or** received a Grant Award greater than \$1,000, you are not eligible to apply again.

**Directions for completing the Grant Application:**

1. **All questions must be answered and completed to the best of your ability.** We know that applicants may be in different stages of the skatepark-development process, and while you may not be able to answer every question directly, it is important that you do respond to the best of your ability (for example, if you have not already hired a professional designer, discuss *how* you will go about choosing a designer, and which firms, if any, you are considering).
2. **If you find that you are unable to provide most of the information requested, it is in your best interest to not submit an application until you can do so.**
3. **While not all supporting documents are required, the more thorough your application, the better we can assess your project's eligibility for a Grant Award.** Building a skatepark is a difficult task and we use the requested information to help determine which groups are not only committed, but have the support necessary to see the project through to completion.

**1. Identification of Applicant**

- A. City and State where proposed skatepark will be located:
  
- B. Legal name of organization applying for grant (municipality or non-profit organization, as registered with IRS):
  
- C. Address of applicant's principal office:
  
- D. Names and addresses of members of organization's governing board:
  
  
  
  
  
  
  
  
  
  
- E. Name and title of individual responsible for submission of application (and address if different from above):  
  
Telephone number:  
  
E-mail:
  
  
- F. Type of entity (non-profit, municipality, school district, etc.):
  
  
  
  
  
- G. Federal Identification Number (non-profit organizations other than municipalities must also attach a copy of their **IRS Determination Letter** indicating tax-exempt status. This requirement does not apply to municipalities):
  
  
  
  
  
- H. May we include your contact information in a directory to be shared with other skatepark projects? Sorted by state, the directory enables skatepark advocates to seek advice from communities that have already been through the process:

**2. Grant Request**

- A. Amount of funds requested:
  
- B. Breakdown of how Foundation funds will be used:

**3. Qualifications of Applicant**

- A. Does the Applicant oversee any other programs or activities? If yes, please describe them.
- B. Who oversees the applicant's budget?
- C. Please provide an estimated total cost of the skatepark:
- D. Please provide a breakdown of the total cost of the skatepark, divided into major categories, such as building materials, equipment, design expenses, etc.:
- E. Does the above cost include a land purchase? If so, how much did the land cost? If the land was donated, who provided it?
- F. How much money has been raised for this project?
- G. Where have existing funds come from?
- H. Provide a total for additional funds you anticipate (other grants, donations, fundraising income):
- I. Provide a breakdown of the additional funds you anticipate (source of funds and amount each will contribute):
- J. Median household income in vicinity of proposed project (required), with source of data ([www.census.gov](http://www.census.gov) is recommended):
- K. Please provide any other facts you wish to provide about "at risk" youth in the region:
- L. What is your total annual municipal budget (amount)?
- M. What is your local parks-and-recreation department budget (amount)?

- N. Where are the nearest existing skateparks, both public and private? Please provide the name of the city and state the skatepark is located in, as well as the distance from your proposed skatepark.
  
- O. Has your group (or any group assisting this skatepark) ever applied for a Tony Hawk Foundation Grant? If so, when did you apply, and what was the outcome? **Note:** If your group has already applied for a grant on two different occasions, you are not eligible to apply again.

**4. Proposed Skatepark**

- A. How far along are you in the planning or construction of this skatepark?
  
- B. What type of skatepark are you planning to build (e.g. indoor vs. outdoor, concrete vs. ramps, etc.)?
  
- C. What type of construction is the planned skateboard park (concrete, modular, hybrid, etc.)?
  
- D. Do you intend to allow BMX bikes in your skatepark?
  
- E. Has a site for the skatepark been selected?  
  
If a site has been selected, how big is the actual skating area, in square feet?
  
- F. If you have it, please provide a percentage breakdown of expected users (e.g. 50% skateboarders, 25% inline skaters, 25% BMXers):
  
- G. Please provide details of local skateboarders' involvement in the project, such as design sessions, fundraisers and lobbying efforts:

**WORKSHEET - NOT VALID GRANT APPLICATION**

[www.tonyhawkfoundation.org](http://www.tonyhawkfoundation.org)

- H. Have you hired a professional designer?
  
- I. If you have hired a professional designer, please send us a copy of their resumé, plus any sketches or blueprints of the proposed design. If you have not hired a professional designer, send a preliminary design showing as much detail as possible of the skatepark you hope to build, and indicate who will oversee its design.
  
- J. Have you hired a builder/contractor? If so, attach their resume. If you are building a concrete park, please also include the names of the last three skateparks (name of skatepark, city, State) they've built:

If you have not yet chosen a builder/contractor, what steps have you taken, if any, to ensure that a qualified and experienced skatepark contractor will be hired?

- K. Will this be a free public skatepark, or do you plan to charge for entry?
  
- L. Will the skatepark be supervised on a daily basis? If so, by whom?
  
- M. Aside from daylight hours, general park hours, or city curfew, will hours of access be limited? If so, what is the limitation?
  
- N. Will the skatepark be lighted?
  
- O. When do you expect the skatepark to open?
  
- P. Under what circumstances would this skatepark **not** be completed?
  
- Q. Please give us a brief history of your project, with approximate dates. Please limit to the space provided.

**5. Supporting Documents for Application**

Use this checklist to ensure all necessary Supporting Documents are included with your Grant Application.

- A. If this application is coming from a non-profit organization other than a municipality, a copy of your IRS Determination Letter **must** be submitted with this application.  
IRS Determination Letter attached? YES \_\_\_\_\_ NO \_\_\_\_\_
  
- B. Please include documentation (such as newspaper clips or letters from prominent officials) of community support for your skatepark.  
Documentation attached? YES \_\_\_\_\_ NO \_\_\_\_\_
  
- C. A copy of your skatepark design **must** be submitted. A final design of the proposed skatepark is preferred, but a preliminary design is acceptable. The Tony Hawk Foundation Design Committee will review each skatepark design, make recommendations to the Board of Directors, and may return the diagram to applicants with comments and feedback. Including a copy of your skatepark design helps the Board understand the scope of your project.  
Skatepark design attached? YES \_\_\_\_\_ NO \_\_\_\_\_
  
- D. If you have hired a professional designer, please include a copy of their résumé.
  
- E. If you have hired a builder/contractor, please include a copy of their résumé.
  
- F. Most recent financial statements and budget of skatepark committee, if any (please don't include your municipality's entire budget. We just need to see numbers pertinent to the skatepark project).  
Financial statements attached? YES \_\_\_\_\_ NO \_\_\_\_\_

This Grant Application **WORKSHEET** is valid through **March 1, 2009**.

Applicants **MUST** complete an online Grant Application to be considered for a Tony Hawk Foundation grant. Supporting documents accompanying the online grant application must be postmarked by March 2, 2009 and sent to the following address:

Tony Hawk Foundation, 1611-A S. Melrose DR #360, Vista CA 92081

For the latest information and deadlines, go to [www.tonyhawkfoundation.org](http://www.tonyhawkfoundation.org)

## Appendix H - Tony Hawk Foundation

### GRANT APPLICATION

PLEASE READ THIS PAGE IN ITS ENTIRETY BEFORE COMPLETING THE ONLINE GRANT APPLICATION.

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The primary mission of the Tony Hawk Foundation is to promote high-quality, public skateparks in low-income areas throughout the United States. While we realize that not every area can afford to build big, expensive skateparks, we feel strongly that public skateparks should be designed and constructed by experienced contractors. We also believe that local officials should treat public skateparks the same way they treat public basketball courts or tennis courts, meaning that anyone may show up and use them anytime, unsupervised. The foundation primarily considers skatepark projects that:

1. are designed and built by qualified and experienced skatepark contractors.
2. include local skaters in the design process.
3. are in low-income areas, and/or areas with a high population of "at-risk" youth.
4. can demonstrate a strong grassroots commitment to the project, particularly in the form of fund-raising by local skateboarders and other community groups.
5. have a creative mix of street obstacles (rails, funboxes, launch ramps, etc..) and transition/vert terrain (quarterpipes, bowls, snake runs, halfpipes, etc..).
6. don't require skaters or their parents to sign waivers.
7. encourage skaters to look after their own safety and the safety of others without restricting their access to the park or over-regulating their use of it.
8. are open during daylight hours, 365 days a year.
9. don't charge an entrance fee.
10. are in areas that currently have no skateboarding facilities.

### SUPPLY VS. DEMAND

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As skateparks grow in popularity, the demand for grants from the Tony Hawk Foundation is far exceeding our available resources. We have received as many as 450 applications in a single year, with the vast majority requesting our maximum \$25,000 grant. In other words, the competition for THF funds is stiff, so please don't get your hopes too high. If your proposed skatepark is not located in a low-income area, if you are not able to illustrate strong community and grass-roots support for the project, and if your project does not meet the criteria listed above, you are unlikely to receive a significant grant from our foundation.

If you're still not sure if your project qualifies to apply for a Tony Hawk Foundation grant, please click below and answer this short questionnaire.

[EligibilityPage.htm](#)   [EligibilityPage.pdf](#)

### HOW TO APPLY

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#### MISSION STATEMENT

The mission of the Tony Hawk Foundation is to foster lasting improvements in society, with an emphasis on helping children.

## Appendix H - Tony Hawk Foundation

### FOCUS OF FOUNDATION GRANTS

The principal focus of foundation grants will be to encourage and facilitate the design, development, construction, and operation of new quality skateboard parks and facilities, located in low-income communities in the United States.

### GRANT AMOUNT

minimum grant: \$ 1,000

maximum grant: \$25,000

### ADDITIONAL SUPPORT

The foundation may offer technical assistance on design and construction, promotional materials, training materials, and safety information. The foundation may also facilitate support from vendors, suppliers, and community leaders.

### FREQUENCY

Grants are based on a one-time, single-year award, although they may be paid over more than one year, if appropriate. The foundation does not provide sustaining funds or multi-year grants.

### ORGANIZATIONAL REQUIREMENTS

Applicant must be a public charity, organized under IRC Sec. 501(C)(3), and qualified under IRC Sec. 170(B)(1)(A), or a state or local agency, including public school systems or public projects. For organizations that are not municipalities or state or local agencies, **proof of federal tax-exempt status is required with the grant application.** A photocopy of the organization's IRS determination letter, showing its tax-exempt status, will satisfy this requirement. The foundation will consider assisting start-up organizations. The foundation is legally prohibited from providing grants to private, for-profit entities.

### APPLICATION PROCEDURE AND PROCESS

Tony Hawk Foundation grant applications are completed online, printed, signed, and sent to our office with all supporting documents. A printed Worksheet may be used to prepare answers before completing the online grant application. **THE PRINTED WORKSHEET MAY NOT SUBSTITUTE THE ONLINE GRANT APPLICATION.** Printed grant-application worksheets and supporting documents sent to our offices that do not correspond to a completed online application will not be considered.

We recommend completing the Worksheet and collecting ALL necessary supporting documents before beginning the online application process. Supporting documents include the following:

- **IRS Determination Letter** If this application is coming from a non-profit organization other than a municipality, a copy of your IRS Determination Letter **must** be submitted with this application.
- **Press** Please include documentation (such as newspaper clips or letters from prominent officials) of community support for your skatepark.
- **Skatepark Design** A copy of your skatepark design **must** be submitted. A final design of the proposed skatepark is preferred, but a preliminary design is acceptable. The Tony Hawk Foundation Design Committee will review each skatepark design, make recommendations to the Board of Directors, and may return the diagram to applicants with comments and feedback. Including a copy of your skatepark design helps the Board understand the scope of your project.
- **Designer Résumé** If you have hired a professional designer, please include a

## Appendix H - Tony Hawk Foundation

copy of their résumé.

- **Builder/Contractor Résumé** If you have hired a builder/contractor, please include a copy of their résumé.
- **Financial Statements** Most recent financial statements and budget of skatepark committee, if any (please don't include your municipality's entire budget. We just need to see numbers pertinent to the skatepark project).

If the grant application is approved, the applicant will be required to sign a grant agreement, confirming the terms of the award.

Only applications submitted via the online form will be considered. Applications **may not** be submitted via printed forms, FAX, e-mail, or CDs and other computer discs.

The foundation anticipates approving grant requests twice a year. To be considered within a calendar semester, applications should be submitted via the online grant application and all required supporting documents must be postmarked on or before the dates below:

### DEADLINE

March 2, 2009 (for awards announced in April 2009)

October 1, 2009 (for awards announced in December 2009)

### GUIDELINES FOR REAPPLYING

All applicants may apply for a grant a total of two times. Grant recipients that have received no more than \$1,000 may also re-apply once.

### PRINTABLE

#### WORKSHEETS

[pdf format](#) - 112k

[html format](#) - 24k

[word document](#) - 88k

## **TONY HAWK FOUNDATION ONLINE GRANT APPLICATION**

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THE SPRING 2009 TONY HAWK FOUNDATION GRANT APPLICATION IS NOW CLOSED.  
The next Grant period begins August 15, 2009

## Appendix I - Bikes Belong Program



Published on *Bikes Belong* (<http://www.bikesbelong.org>)

[Home](#) > [What We Do](#) > [Grants](#) > Grant Seeker's Guide

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# Grant Seeker's Guide

By *superadmin*

Created 05/23/2007 - 20:39

This guide is designed to help you navigate our application process and better understand our funding requirements. It also outlines our evaluation process.

**Bikes Belong will accept requests for funding of up to \$10,000 for facility and advocacy projects.** We do not require a specific percentage match, but we do look at leverage and funding partnerships very carefully. We will not consider grant requests in which we are listed as the sole funder.

### All proposals must:

- Address the goals of the grants program strategic plan
  - Encourage ridership growth
  - Support bicycle advocacy
  - Promote bicycling
  - Build political support
  - Leverage funding
  - Serve diverse regions/populations
- Address the project objectives of the facility or advocacy funding categories (following).
- Propose a specific program or project that is measurable. **Bikes Belong will not fund general operating costs.**

Priority is given to:

- Bicycle organizations, coalitions, and associations—particularly those that have not received Bikes Belong funding in the past.
- Projects that build coalitions for bicycling by collaborating the efforts of bicycle industry and advocacy.

Because of our limited funds, we rarely award grants to organizations and communities that have received Bikes Belong funding within the past three years.

Please review the following specifics of the facility and advocacy programs to ensure that your proposal meets our guidelines.

### Facility Project Objectives

## Appendix I - Bikes Belong Program

"To connect existing facilities or create new opportunities; leverage federal, state, and private funds; influence policy; and generate economic activity."

Eligible facility projects include:

- Bike paths, trails, and bridges
- Mountain bike facilities
- Bike parks
- BMX facilities

Generally, Bikes Belong will consider funding construction costs and matching funds for facilities projects. We will also consider funding advocacy work for bike facilities on a case-by-case basis. (Please call our office before submitting an application of this nature.)

Projects with a limited impact, such as the installation of a small number of bike racks, are unlikely to be funded through our program.

Bikes Belong will **NOT** consider facility applications that request funding for:

- Master plans and other policy documents or litigation
- Signs, maps, and travel
- Trailheads, information kiosks, benches, and restroom facilities
- Bicycles, helmets, tools, and other accessories or equipment
- Events or bicycle rodeos
- Bike recycling, repair, or earn-a-bike programs
- Bike-share programs
- Projects in which Bikes Belong is the sole funder. However, Bikes Belong will consider being the initial funder.

### Advocacy Project Objectives

"To build the strength of bicycle advocacy organizations that have the potential to increase bicycle ridership and form coalitions with the bicycle industry."

Eligible advocacy projects include:

- Programs that significantly increase ridership
- Innovative pilot projects
- Programs that have a significant political impact

Generally, Bikes Belong will consider funding projects that have a reasonable degree of measurable success and future sustainability. Bikes Belong will only fund advocacy projects where the applicant's primary purpose is **bicycle advocacy**.

Bikes Belong will **NOT** consider advocacy project applications that request funding for:

- General operating costs
- Staff salaries

## Appendix I - Bikes Belong Program

- Rides and event sponsorships
- Planning and retreats
- Bicycles, helmets, tools, and accessories or equipment
- Bike-share programs
- Organizations whose primary mission is not expressly related to bicycle advocacy

### Evaluation Process

Applications received by Bikes Belong will be initially reviewed by the Grants & Research Director to determine eligibility.

All grant applicants will receive an e-mail acknowledgement confirming receipt and letting them know if the proposal is complete, eligible, and when it will be reviewed.

Applications that are complete and eligible will be considered by the Bikes Belong Grants Committee on a quarterly basis. The committee will either recommend approval, rejection, or request more information. If the committee:

- *Approves* the application, it is sent to the full Board of Directors for final approval. The applicant will be notified of the proposal's outcome shortly afterward.
- *Rejects* the application, the proposal is denied and the applicant will be notified.
- *Requests more information*, the Grants & Research Director will contact the applicant to resolve outstanding issues, then re-submit the proposal to the committee.

Please bear in mind that the Bikes Belong application and review process is fairly rigorous, and we are only able to fund 15–20% of the applications we receive.

If your proposal is denied, it is not likely to be funded in a future cycle. **Please do not resubmit a rejected proposal unless asked to do so.**

Grants Committee members are volunteers from the Bikes Belong Board of Directors. Applicants who attempt to lobby individual members of the committee will hurt their proposal's chance of success.

Only e-mailed applications are accepted. Mailed or faxed applications will not be considered.

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**Source URL:** <http://www.bikesbelong.org/node/42>

## Appendix J - Natural Resources Conservation Service



### Wetlands Reserve Program

*Updated June 23, 2009*

The Wetlands Reserve Program is a voluntary program offering landowners the opportunity to protect, restore, and enhance wetlands on their property. The USDA Natural Resources Conservation Service (NRCS) provides technical and financial support to help landowners with their wetland restoration efforts. The NRCS goal is to achieve the greatest wetland functions and values, along with optimum wildlife habitat, on every acre enrolled in the program. This program offers landowners an opportunity to establish long-term conservation and wildlife practices and protection.

### Program Information

These documents require [Adobe Acrobat Reader](#).

[Farm Bill 2008 At a Glance: Wetlands Reserve Program](#) (PDF, 53KB)

[2008 Farm Bill WRP Interim Final Rule, amended](#) (PDF, 64KB) is available, extending the public comment period until **July 2, 2009**.

[Final Rule, 1996 Farm Bill](#)

The following forms are available on the [USDA Service Center e-Forms web site](#):

- Form AD-1153, Application for Long-Term Contracted Assistance
- Form AD-1159, Notice of Intent to Continue
- Form AD-1161, Application for Payment

For other easement forms, please contact your local [USDA Service Center](#).

### WRP Contract and Funding Information

- [FY 2008 Cumulative Contract Information](#)
- [FY 2007 Allocations by Program](#)
- [FY 2007 Contract Information](#)
- [FY 2007 Cumulative Contract Information](#)
- [FY-2006 Allocations by Program](#)
- [FY-2006 Contract Information](#)
- [Cumulative Contract Information](#)
- [FY-2005 Allocations by Program](#)
- [FY-2005 Contract Information](#)
- [FY-2005 Unfunded Application Information](#)
- [FY-2004 Allocation Information](#)
- [FY-2004 Contract Information](#)

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- [FY-2004 Unfunded Application Information](#)
- [FY-2003 Allocation Information](#)
- [FY-2003 Contract Information](#)
- [FY-2003 Unfunded Application Information](#)

### Additional Information

- [Photo Gallery](#)
- [Publications](#)
- [Association of State Wetland Managers](#)
- [Wetland Science](#)

### Program Contact

[David Howard](#), 202-720-1067

## Appendix J - Natural Resources Conservation Service



### Watershed Protection and Flood Prevention

*Updated March 26, 2009*

#### Introduction

The Watershed Protection and Flood Prevention Act (PL 83-566), August 4, 1954, as amended, authorized NRCS to cooperate with States and local agencies to carry out works of improvement for soil conservation and for other purposes including flood prevention; conservation, development, utilization and disposal of water; and conservation and proper utilization of land.

NRCS implements the Watershed Protection and Flood Prevention Act through three programs:

- Watershed Surveys and Planning
- Watershed Protection and Flood Prevention Operations
- Watershed Rehabilitation

#### Watershed Surveys and Planning

P.L. 83-566 provides the authority for NRCS to cooperate with other Federal, State, and local agencies in making investigations and surveys of river basins as a basis for the development of coordinated water resource programs, floodplain management studies, and flood insurance studies. NRCS also assists public sponsors to develop watershed plans to mitigate flood damages; conservation, development, utilization and disposal of water; and conservation and proper utilization of land. The focus of these plans is to identify solutions that use conservation practices, including nonstructural measures, to solve problems. [More Information](#)

#### Watershed Operations

Watershed Operations is a voluntary program which provides assistance to sponsoring local organizations of authorized watershed projects, planned and approved under the authority of the Watershed Protection and Flood Prevention Act of 1954 (P.L. 83-566), and 11 designated watershed authorized by the Flood Control Act of 1944 (P.L. 78-534). NRCS provides technical and financial assistance to States, local governments and Tribes (project sponsors) to implement authorized watershed project plans for the purpose of watershed protection; flood mitigation; water quality improvements; soil erosion reduction; rural, municipal and industrial water supply; irrigation water management; sediment control; fish and wildlife enhancement; and wetlands and wetland function creation and restoration.

There are over 1,500 active or completed watershed projects. [More Information](#)

#### Flood Prevention Program (PL 78-534)

## Appendix J - Natural Resources Conservation Service

The Flood Control Act of December 22, 1944 authorized the Secretary of Agriculture to install watershed improvement measures to reduce flood, sedimentation, and erosion damages; further the conservation, development, utilization, and disposal of water; and the conservation and proper utilization of land. [More Information](#)

### Watershed Rehabilitation

Local communities, with USDA Natural Resources Conservation Service (NRCS) assistance, have constructed over 11,000 dams in 47 states since 1948. [More Information](#)

### A Locally Led Program

Project sponsors are provided assistance in installing planned land treatment measures when plans are approved. Surveys and investigations are made and detailed designs, specifications, and engineering cost estimates are prepared for construction of structural measures. Areas where sponsors need to obtain land rights, easements, and rights-of-way are delineated. Technical assistance is also furnished to landowners and operators to accelerate planning and application of needed conservation measures on their individual land units. There are presently over 1600 projects in operation. [More Information](#)

### State Watershed Web Pages

The following states have information about their watersheds available online:

<a href="#">Arizona</a>	<a href="#">California</a>	<a href="#">Colorado</a>	<a href="#">Connecticut</a>	<a href="#">Florida</a>	
<a href="#">Hawaii</a>	<a href="#">Iowa</a>	<a href="#">Kansas</a>	<a href="#">Louisiana</a>	<a href="#">Maine</a>	
<a href="#">Minnesota</a>	<a href="#">Missouri</a>	<a href="#">Nebraska</a>	<a href="#">New York</a>	<a href="#">North Dakota</a>	
<a href="#">Pennsylvania</a>	<a href="#">Texas</a>	<a href="#">Utah</a>	<a href="#">Wisconsin</a>	<a href="#">Wyoming</a>	<a href="#">Virginia</a>

### Additional Program Information

[Watershed Project Locations and Status Report](#) (2005 data)

[Watershed Program Success Stories](#): Spillman and Salt Creeks, Mitchell and Lincoln Counties, KS

The documents below require [Adobe Acrobat Reader](#)

[Watershed Protection and Flood Prevention Act, P.L. 83-566](#) (PDF, 42KB)

## Appendix J - Natural Resources Conservation Service

[National Watershed Manual](#) (PDF, various sizes)

- [Circular 7, October 23, 2001](#) (PDF, 17KB)
- [Section 508, Post Installation Assistance](#) (PDF, 183KB)

[Unfunded Federal Commitments](#) (PDF, 19KB)

[Watershed Operations Historical Appropriations, 1947 - 2006](#) (PDF, 10KB)

[FY-2006 Watershed Operations Funding Requests](#) (PDF, 8KB)

[FY-2006 Watershed Operations Funding Allocations](#) (PDF, 10KB)

[Wildlife Benefits from Watershed Projects- Fact Sheet](#) (PDF, 2.6MB)

[Watershed Benefit Fact Sheet](#) (PDF, 3MB)

### Program Contact

[Marvin Brown](#), National Watershed Program Leader, 202-690-2819

## Appendix J - Natural Resources Conservation Service



### Wildlife Habitat Incentives Program (WHIP)

*Updated April 17, 2009*

#### Introduction

The Wildlife Habitat Incentive Program (WHIP) is a voluntary program for conservation-minded landowners who want to develop and improve wildlife habitat on agricultural land, nonindustrial private forest land, and Indian land.

#### Program Description

The Food, Conservation, and Energy Act of 2008 reauthorized WHIP as a voluntary approach to improving wildlife habitat in our Nation. The Natural Resources Conservation Service administers WHIP to provide both technical assistance and up to 75 percent cost-share assistance to establish and improve fish and wildlife habitat. WHIP cost-share agreements between NRCS and the participant generally last from one year after the last conservation practice is implemented but not more than 10 years from the date the agreement is signed.

#### WHIP Priorities for Fiscal Year 2009

In order to provide direction to the State and local levels for implementing WHIP to achieve its objective, NRCS has established the following national priorities:

- Promote the restoration of declining or important native fish and wildlife habitats.
- Protect, restore, develop or enhance fish and wildlife habitat to benefit at-risk species
- Reduce the impacts of invasive species on fish and wildlife habitats; and
- Protect, restore, develop or enhance declining or important aquatic wildlife species' habitats

#### WHIP Documents and Sign-up Information

The following two documents require [Adobe Acrobat Reader](#)

[2008 Farm Bill WHIP Fact Sheet](#) (PDF, 44KB)

[NRCS-CPA-1200 WHIP Signup Form](#) (PDF, 33KB)

[USDA Service Center EForms Website](#) hosts forms which can be submitted electronically.

[Links to State Programs pages](#) which contain links to each State's WHIP page.

#### WHIP Contract and Funding Information by Fiscal Year

## Appendix J - Natural Resources Conservation Service

### Fiscal Year 2008

[FY-2008 Allocation, Contract and Funding Information](#)

### Fiscal Year 2007

[FY-2007 Allocation Information](#)

[FY-2007 Contract Information](#)

[FY-2007 Unfunded Application Information](#)

### Fiscal Year 2006

[FY-2006 Allocation Information](#)

[FY-2006 Contract Information](#)

[FY-2006 Unfunded Application Information](#)

### Fiscal Year 2005

[FY-2005 Allocation Information](#)

[FY-2005 Contract Information](#)

[FY-2005 Unfunded Application Information](#)

### Fiscal Year 2004

[FY-2004 Allocation Information](#)

[FY-2004 Contract Information](#)

[FY-2004 Unfunded Application Information](#)

### Fiscal Year 2003

[FY-2003 Allocation Information](#)

[FY-2003 Contract Information](#)

[FY-2003 Unfunded Application Information](#)

### Fiscal Year 2002

[FY-2002 Contract Information](#)

[FY-2002 Unfunded Application Information](#)

### Program Contact

[Albert Cerna](#), 202-720-9358

## Appendix K - National Recreation and Park Association



### Program Description

Provides modest financial assistance on a competitive basis to support community-based wetland, riparian, and coastal habitat restoration projects that build diverse partnerships and foster local natural resource stewardship through education, outreach and training activities.

### Application Information

[Overview - FSRMGP](#) - *Last Updated: 11/11/2008*

[Five Star Applicant Webinar Information](#) - *Last Updated: 11/11/2008*

[FAQ - FSRMGP](#) - *Last Updated: 03/05/2009*

[Request for Proposal - Five Star/NRT 2009](#) - *Last Updated: 03/05/2009*

### Program Information

[Southern Company's Five-Star Website](#) - *Last Updated: 11/27/2007*

[Environmental Protection Agency's Five-Star Website](#) - *Last Updated: 11/27/2007*

[Nature Restoration Trust Grant Program](#) - *Last Updated: 11/28/2007*

[Pacific Gas and Electric Company](#) - *Last Updated: 12/19/2007*

[Nearly \\$900,000 Awarded to Help Restore America's Wetlands](#) - *Last Updated: 07/27/2008*

[2008 Five Star Grants Awarded](#) - *Last Updated: 03/05/2009*

[Five Star Program Brochure](#) - *Last Updated: 03/05/2009*

[Five Star Restoration Program Announces Almost \\$800K in Grants to Support America's Wetlands](#) - *Last Updated: 05/20/2009*

[2009 Five Star/NRT Grants Awarded](#) - *Last Updated: 05/21/2009*

### Program Photos



## Appendix K - National Recreation and Park Association



### Staff Representatives

**Lacy Reimer Alison**  
Assistant Program Director  
[Lacy.Alison@nfwf.org](mailto:Lacy.Alison@nfwf.org)

**For active grants administration, please contact:**

**Constantinos 'Dean' Economides**  
Project Administrator  
[Dean.Economides@nfwf.org](mailto:Dean.Economides@nfwf.org)

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## Appendix K - National Recreation and Park Association

### Steps for Implementing a Restoration Project

1. **Determine goals for restoration** – what do you want to restore, (habitat, water quality, natural processes, etc.) And for whom or what (single species approach or ecosystem approach)?
2. **Identify restoration priorities** in the watershed of interest. This can be done by determining the factors that limit the existence of the particular feature you would like to restore and addressing those factors. For example, if fish populations in a watershed are limited by the availability of cool water temperatures, a major restoration priority may be to provide shade and more water to the stream, which in turn will help cool the water.
3. **Form a Watershed Group** -- Meet with local landowners and area residents to exchange ideas and determine who may be interested in participating in watershed monitoring, historic and scientific background research and restoration projects
4. **Start a citizen monitoring program.** Monitor the parameters of interest to you and your community. This will help you identify limiting factors and establish a baseline for determining success of future restoration projects.
5. **Develop a detailed restoration plan** conceptually, and then in writing – draw upon the expertise of individuals within your watershed group. Once a plan is in writing, it is much easier to prepare grant proposals for specific funding opportunities. The restoration plan can be pasted into all grant proposals and the surrounding text can be modified to fit the particular requirements of the particular funding source.
6. **Determine the permits that must be obtained** to do the work. Check with local, state and federal agencies that have jurisdiction over the area and obtain permit applications early. This will help you determine what work, studies or analyses are required by the permitting agencies before they can process the application. Resource Conservation Districts (RCD's) usually have reference material that can guide you in this process.
7. **Survey available funding opportunities** and funding cycles that are specific to your project type. Avoid submitting grant proposal applications to funding sources that do not identify your project type as a funding priority.
8. **Contact the appropriate funding source representative** and discuss project ideas and their suitability to that funding source. Invite funding source representatives out to the project site and solicit suggestions and comments from them on how the project can be improved.

## Appendix K - National Recreation and Park Association

9. **Develop a realistic project timeline**, taking into consideration:
  - Application deadlines
  - Duration of funding source (1yr, 2yrs, etc.)
  - Time required to obtain permits (if needed)
  - Work window for in-stream work (if applicable). In Alaska, this generally runs from midsummer to late winter. Check with permitting resource agencies.
  - Work window for outdoor work (based on seasonal weather conditions)
10. **Identify and plan for potential problems** and determine what actions will be taken to prevent or address them. (ie. “If \_\_\_\_\_ happens, then we will \_\_\_\_\_”)
11. **Prepare a detailed grant proposal** for a funding opportunity that fits into your timeline and project type. Include in the proposal:
  - Detailed project description
  - Detailed line item budget which identifies matching and requested funds
  - Maps, diagrams and GPS coordinates for the proposed project
  - Identification of project partnerships and applicant expertise
12. **Submit your proposal** on or before the application deadline. Have the proposal finished well before the due date so any last minute problems can be addressed without missing the deadline. Do not expect the funding source representative to be at their office the day before the application is due. Allow sufficient time to leave a message with your questions and wait for an answer.
13. **If your project receives funding, implement the restoration!!** Be sure to use best management practices and follow **all** requirements and recommendations from permitting agencies.
14. **Acknowledge and involve all of your funding sources.** This will help you obtain more funding for restoration projects in the future.
15. **Monitor the success of the restoration.** Over time, compare monitored parameters to pre- project conditions to help determine whether or not your project was successful. Report this success to your funding source.
16. **Consider what can be done next time to make your restoration work even better.** Restoration projects work differently depending on technique and location. It’s a learning process. Use adaptive management to refine restoration techniques