

Trail Mission:

***Lewis and Clark National Historic Trail will work in partnership to protect the Trail for the enjoyment, education, and inspiration of all people***

### **Partner Support Program 2013 Call for Proposals**

Are you working on a Lewis and Clark Trail project and would like some assistance?

This is an opportunity to work collaboratively with the National Park Service to achieve your goals.

#### **Overview**

The Lewis and Clark National Historic Trail announces the 2013 Trail Partner Support Program (PSP) open call for assistance. We are requesting proposals for projects that will help protect Trail resources, communicate the stories, and/or enhance visitor experience. Successful applicants will receive technical assistance from the PSP team.

New for 2013: Monetary assistance will not be awarded this year. Projects that utilize existing or new partnerships and volunteers will receive priority consideration.

The PSP team includes specialists in the disciplines of outdoor recreation, geography, environmental protection, natural and cultural resources, volunteer management, education and interpretation. Support provided on projects may include consultation, facilitation, training, research, guidance, liaisonship and network development.

An example of a project previously awarded Trail PSP assistance is the *Gorge Towns to Trails Project*. This project proposed by Friends of the Columbia Gorge during our 2011 Call for Applications, aims to provide economic development for local Gorge communities while also increasing public access to the area's outstanding recreational resources. Trail PSP staff provided technical support for this project by helping with Geographic Information Systems (GIS) data development and mapping, assistance with partnership coordination, and planning.

#### **PSP 2013 Priorities**

The Trail PSP will provide technical assistance to projects that closely align with the Trail mission and that will benefit from PSP assistance. Projects with the following components are particularly encouraged and will be given priority for assistance this year.

- Bring together multiple existing partners, or strive to create new partnerships.
- Incorporate volunteers to accomplish work/goals.

#### **Funding Available**

No funds are available for award in 2013.

### **Who is eligible to submit applications for assistance?**

All non-profit organizations; for-profit organizations; educational institutions; local, state and tribal governments; and private individuals are eligible to request assistance through the Trail Partner Support Program.

Projects must demonstrate a clear connection to the Lewis and Clark National Historic Trail and its mission.

Applicants must need and anticipate substantial involvement from Trail PSP staff in the management and execution of projects. The nature of this involvement will be detailed in a signed agreement between awardees and the NPS.

### **Elements Required for Competitive Applications**

Competitive applications will include the following information in a standard font size and style with standard margins (i.e. Times New Roman or Arial, 12 point with 1" margins):

- Descriptive name or title
- Contact information: Name and title, Mailing address, Email address, Phone number
- Organization or Agency Name (if applicable) and Type (nonprofit, educational, tribal, state, local)
- Project description in **1500 words or less**: [who, what, where, when, why, and how]
  - Brief summary of goals and objectives
  - Project location(s)
  - Expected products or outcomes
  - Essential personnel involved
  - Schedules or timelines, including benchmarks
  - Budget

Each of the following items should be addressed in **500 words or less per item**.

- Demonstration of connection to the Lewis and Clark National Historic Trail and its mission to *work in partnership to protect the Trail for the enjoyment, education, and inspiration of all people*
- How the project or program meets an unmet public purpose or need
- Who will benefit from the project and how
- Other partners and interests that will be involved in the project including private landowners and volunteers and their roles

**NOTE: emphasis this year on projects that utilize partners and volunteers.**

- Resources available to assure successful project completion, such as personnel, facilities or equipment, and financial support
- How the project or program will be sustained
- Anticipated type of assistance needed from Trail PSP staff, including when and for how long
- Any Tribal involvement with the project
- Environmental considerations, including whether or not the project involves ground disturbance, environmental permits required, and actions planned to reduce impacts.

**Optional:** Up to two attachments of images, such as photos, maps, or drawings, that support the proposal may be submitted, but are not required. Attachment size is limited. Each attachment cannot be greater than 2 megabytes. The entire proposal package may be no larger than 8 megabytes.

No other forms are required.

### **How will applications be rated?**

A multidisciplinary review panel will score proposals on the following criteria:

- Project or program description
- Need for the project and its public value
- Project compatibility with the Lewis and Clark National Historic Trail's mission
- **Project inclusion of partners and volunteers and their roles in the project or program**
- Ability to complete and sustain project or program

All criteria are weighted equally, except for **inclusion of partners and volunteers**, which will be given greater weight.

After projects have been scored using the above rating criteria, the Trail Partner Support Program will determine awards by also considering availability of program staff time and geographical distribution of rated projects. Additionally, projects will be evaluated on whether there was an effort to engage interested tribes and if environmentally responsible practices will be used in the implementation of the project.

### **When will I find out if I am awarded technical assistance?**

Applicants will be notified of application status within 45 days of closing date.

### **If I am awarded technical assistance, what do I get?**

Chosen projects will receive up to two years of Trail staff support. Trail staff involvement will be determined in conjunction with awardee and outlined in a signed agreement.

### **Are there any reporting requirements?**

Awardees are required to submit regular status reports and a final accomplishment report. The particulars and dates for such reporting will be agreed on by the awardee and the NPS.

### **Proposal Submission Procedures and Timeline**

This open call begins on February 15 and ends on March 15, 2013. Proposals will be accepted through our office in Omaha, Nebraska.

Proposals should be submitted to the Trail Partner Support Program via one of the following methods:

- **Email:** [LECL\\_PartnerSupport@nps.gov](mailto:LECL_PartnerSupport@nps.gov)
- **Fax:** 402-661-1813
- **Mail:** Trail Partner Support Program  
Applications for Assistance  
Lewis and Clark National Historic Trail  
601 Riverfront Drive  
Omaha, Nebraska 68102

Emailed, faxed, and hand-delivered applications must be received by midnight Central Standard Time March 15, 2013. Mailed applications must be postmarked by March 15, 2013 and received at the above Trail Office no later than March 22, 2013. Incomplete or late proposals will not be considered.

For more information about the Trail Partner Support Program or questions about the proposal process, please e-mail us at [LECL\\_PartnerSupport@nps.gov](mailto:LECL_PartnerSupport@nps.gov) or call 402-661-1820.