

**SNOWMOBILE TRAILS ASSISTANCE PROGRAM  
MAINTENANCE AND GROOMING**

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**APPLICATION INSTRUCTIONS**

*The following procedures must be adhered to if you are applying for Minnesota Snowmobile Trails Assistance Program Grooming and Maintenance funding on a trail system that is presently enrolled within the grant-in-aid trail system.*

**The following projects are considered trail maintenance:**

- Relocating a relatively short section of trail currently in the GIA Program (see EQB Rules in the Program Manual, Appendix D);
- Minor trail improvements (e.g., installation of railings, signing, and surface preparation).
- Maintaining a trail currently in the GIA Program
- Winter grooming of a trail system currently in the GIA Program.

**NOTE: UNDER NO CONDITION CAN CONSTRUCTION TAKE PLACE ON ANY PARCEL OF LAND, PRIVATE OR PUBLIC, UNLESS A SIGNED PERMIT HAS BEEN SECURED IN THE NAME OF THE SPONSOR.**

**The Minnesota Trails Assistance Application projects must comply with the following procedures:**

1. **Trail user organizations/clubs must submit application forms to the sponsor.**
  - a. One (1) copies with original signatures.
  - b. One (1) copy trail validation map of the existing trail system (provided by DNR). The map must identify the following:
    - Where bridges, rest areas and parking lots are located
    - Connection or relationships to other trails, if any
    - Minor relocation areas showing old and new alignments
  - c. One (1) copy of all grooming logs for these trails from the previous year and a back-up grooming plan.
2. **The sponsor will submit the above items, along with a supporting resolution, to the DNR Area Trails and Waterways Supervisor for review.**

**APPLICATION FORMS MUST BE RECEIVED BY MAY 15.**

3. Upon approval of the application, the **Area Trails and Waterways Supervisor will submit a contract agreement to the sponsor. The sponsor will then process three (3) copies of the contract agreement with original signatures on each copy and return all copies to the Area Trails and Waterways Supervisor.**
4. **The DNR will notify the sponsor, in writing that the agreement has been executed.**

**MINNESOTA SNOWMOBILE TRAILS ASSISTANCE PROGRAM  
MAINTENANCE AND GROOMING APPLICATION**

Trail/Area Name /Type of Trail (PRINT or TYPE) <i>Two Inlets Snowmobile Trail</i>	Date <i>5-29-18</i>
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Trail Administrator (PRINT or TYPE) <i>Tim Eischens</i>	Trail Administrator Signature <i>Tim Eischens</i>	
Address (No. & Street, RFD, Box No., City, State, Zip Code) <i>31419 Mallard Bay Park Rapids MN 56470</i>	Home Phone Number <i>218 732 8946</i>	Work Phone Number <i>218 252-6025</i>
GPS Verified Miles of Trail:	Date of Meeting Attended: <i>4-7-18</i>	

Department Use Only

Verified Miles:	Mileage Rate:	Amount:	Recommended: \$
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**SPONSOR APPROVAL**

Unit of Government <i>Hubbard County</i>	Telephone Number (Include Area Code): <i>218 732-4270</i>
Authorized Signature of Sponsor	Title: Date

**CERTIFICATION BY DEPARTMENT OF NATURAL RESOURCES**

Authorized Signature For DNR	Area Trails Supervisor	Date
Authorized Signature For DNR	Regional Parks and Trails Manager	Date

**Checklist/Mandatory Attachments:**

- Certification of Trail Closure/4<sup>th</sup> Benchmark
- Grooming Logs from the Previous Year
- Sponsor Resolution
- Update of Current Trail Alignments
- Backup Grooming Plan
- Proof of Club Non-Profit Status
- Trail Contact Information
- Sign Order (if applicable Form)

Revised 3/19/2010

**CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD  
HUBBARD COUNTY, MINNESOTA**

Commissioner \_\_ moved the adoption of the following Resolution:

**RESOLUTION NO. 06051800**

**WHEREAS**, Hubbard County serves as the sponsor of various recreational trails that are part of the State of Minnesota Grant-in-Aid System; and

**WHEREAS**, the construction and maintenance of these trails are funded through Minnesota Trail Assistance Program Grants issued with the approval of the Minnesota Department of Natural Resources; and

**WHEREAS**, the 2019 Minnesota Trails Assistance Program Grant Application has been prepared for the approval of Hubbard County as sponsor of the following existing trail sponsored by Hubbard County and funded by the State of Minnesota Trail Assistance Program;

**Two Inlets Snowmobile Trail System; and**

**WHEREAS**, much of the trail is located in Hubbard County.

**NOW, THEREFORE, BE IT RESOLVED**, that Hubbard County agrees to act as the local sponsor for an application for funding to the State of Minnesota Department of Natural Resources for recreational trails managed by the Forest Riders Snowmobile Club

**BE IT FURTHER RESOLVED**, that upon approval of its application by the state, Hubbard County may enter into an agreement with the State of Minnesota for the above referenced project and that it will comply with the applicable laws and regulations as stated in the agreement.

**BE IT FURTHER RESOLVED**, that Hubbard County agrees to sponsor said trail at no cost to the county for the period of July 1, 2018 through June 30, 2019, and the Hubbard County Land Commissioner is hereby authorized to serve as the fiscal agent on behalf of the local unit of government.

Commissioner \_\_ seconded the motion for the adoption of the Resolution and it was declared adopted upon the following vote:

Ayes:     5                          Nays:     0    

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STATE OF MINNESOTA     )  
  )ss.  
County of Hubbard        )

**Office of the Coordinator**

I, Eric Nerness, duly appointed Coordinator of the County of Hubbard, do hereby certify that the above is a full, true, and correct copy of a Resolution duly adopted by the Board of County Commissioners of the County of Hubbard at its regular meeting held June 5, 2018.

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Eric Nerness  
Hubbard County Coordinator

