



Humboldt Bay Trail Fund Request for Proposals

The Humboldt Bay Trail Fund Committee welcomes proposals from public agencies and community organizations to participate in the development, maintenance, and improvement of the Humboldt Bay Trail.

The Humboldt Bay Trail Fund was established in April of 2017 to provide financial support for the maintenance and creation of multipurpose trails around Humboldt Bay for walking, running, biking and wheeling. The fund is administered by the Humboldt Area Foundation and is overseen by the Humboldt Bay Trail Fund Committee. The seven-member Humboldt Bay Trail Committee is composed of four community members at large, representing trail stakeholders from a broad spectrum of the community, and three public agency representatives from the City of Arcata, the City of Eureka, and the Humboldt County Public Works Department. One of the four at-large members is a representative from the Humboldt Trails Council.

Projects or programs proposed to the Humboldt Bay Trail Fund Committee for funding must demonstrate direct benefits to the Humboldt Bay Trail and should be consistent with funding priorities and do one or more of the following:

- Leverage investment, matching funds or contribute to fund development
- Enhance community visibility and engagement
- Broaden community involvement
- Enhance public safety and comfort on the trail

Proposals should address one or more of the Humboldt Bay Trail Fund priorities, listed in preferential order:

1. Maintenance and rehabilitation, with an emphasis on projects involving community volunteers
2. Emergency repair projects
3. Trail amenities (signs, benches, lighting, landscaping)
4. Cost-share to state or federal grant funds for project development (planning, engineering design, technical studies, permitting, and/or construction)

Grant awards generally range from \$500-\$10,000, although larger, compelling projects will be considered. Grantees must provide full accounting of how grant monies were spent, submit invoices consistent with the approved proposal, and agree to submit a brief, annual, narrative report summarizing the work completed, including before and after photographs, to highlight the benefits to the trail and trail users. Grant funds are paid on a reimbursable basis. **Multiyear proposals are welcome.** Proposals should specify the completion dates.

Applicants must use the attached grant application. Applicants are required to show proof of coordination with the local government where the project is being proposed. Applicants should be a public agency, a 501(c)(3) nonprofit, or partner with a fiscal sponsor. For additional information on eligibility, please contact beth.burks@hcaog.net.

Application Deadline: February 3, 2022, 5 p.m.

Applications must be emailed or delivered to HCAOG by the due date.

Submit applications to: beth.burks@hcaog.net

Humboldt County Association of Governments
611 I Street, Suite B
Eureka, CA 95501



GRANT APPLICATION

Proposal Title: Humboldt Trails Council – four projects

Amount Requested:

Organization Name: Humboldt Trails Council

Primary Contact Name: Michael Proulx
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Humboldt Bay Trail Fund Priority met through proposal (check all that apply)

- Priority #1 – Maintenance and rehabilitation, with an emphasis on projects involving community volunteers
- Priority #2 – Emergency repair projects
- Priority #3 – Trail amenities (signs, benches, lighting, landscaping)
- Priority #4 – Cost-share to state or federal grant funds for project development (planning, engineering design, technical studies, permitting, and/or construction)

Proposal Summary (150-word limit)

Humboldt Trails Council (HTC) has four projects that present suitable funding opportunities for the Humboldt Bay Trail Fund (HBTF):

- 1) Natalie Arroyo has developed a thesis project that will measure the public's perception of safety while using the Humboldt Bay Trail. HTC wants to collaborate with her to develop this significant trail information which could impact trail development decision-making. This project will support graduate and undergraduate student research to include surveying, interviewing, and data analysis about perceptions of safety of trail users and trail neighbors. The information gained from this project will directly inform maintenance activities, policy decisions, and design criteria for future Bay Trail segments.
- 2) HTC is in the process of acquiring funds from various sources that will allow us to purchase a flail mower. This equipment would be supplemental to the trail maintenance provided by the VTS program, allowing County staff to perform tasks that are difficult or impossible for VTS volunteers.
- 3) 2022 Trails Summit is already being planned as an in-person event to be held Saturday, June 4th at the Sequoia Conference Center.

4) The VTS program has coordinated with the City of Eureka to remove a patch of invasive pampas grass from the Eureka Waterfront North Trail to enhance the natural viewshed and increase safety for trail users. The City of Eureka has agreed to cover half the cost for VTS to rent a mini-excavator to remove the well-established grass roots.

Proposal Details (maximum two pages)

Attach a project description that addresses the following points:

1. Describe what you will be doing through this grant. Include location of project and goals. Examples of discussion items include, but are not limited to trail benefits, trail user benefits, viewshed and safety improvements, short-term actions that will decrease long-term maintenance needs, ways to increase and encourage public use.
2. How does your proposal meet one or more of the following funding criteria?
 - a. Leverages investment, includes matching funds or contributes to fund development
 - b. Enhances community visibility and engagement
 - c. Broadens community involvement
 - d. Enhances public safety and comfort on the trail
3. Who will be responsible for the work outlined in the proposal? Describe their qualifications to effectively manage and report on the outcomes of this proposal.
4. Which agency(s) have you coordinated with where the work is being proposed? (Please include contact names)

Proposal Schedule (maximum 1 page)

Provide a schedule (narrative description or table) for the work to be accomplished. The schedule should include a brief description of each task (and subtasks if applicable) to be completed, with a start and end date.

Proposal Budget

Use the table format provided below to list all items needed (including paid and volunteer time) for each task in your project. For consistency, use the same tasks that are listed in the proposal schedule. Add additional rows to the table as needed.

Include what items you are requesting from the fund as well as the cash or in-kind value of what you have secured. Where applicable, proposal budgets should include the value of in-kind support (donated goods or services). Use the [Independent Sector's](#) current value of volunteer time.

For multiyear proposals where the same tasks will be completed each year, break out tasks on a yearly basis. For example, if you are proposing to fund a trail steward position for three years, list each year as a separate task (Trail steward year 1, trail Steward year 2, etc.)

Year funds will be expended	Task	Description of Items Needed to complete tasks	Requested from Fund	Secured Cash or Value of In-kind Donation	Total Project Budget
2022-23	Trail research	Stipends, office supplies	\$ 2150	\$2150	\$4300
2022	Flail mower	Purchase of flail mower	\$ 10,000	\$55,000	\$65,000*
2022	Trails Summit	Building rental, technical support for visual/audio recording, publicity	\$ 1500	\$1000	\$2500
2022	Waterfront North Trail project	Excavator	\$551	\$451	\$1002
	Totals:		\$ 14,201	\$58,601	\$72,802

If necessary, provide additional explanation about requested or in-kind items:

*The total project cost for the flail mower is \$65,000- \$68,000. HTC has already received \$40,000 in grant funds from Rotary Club of Eureka. We have received pledges from County of Humboldt, City of Arcata and City of Eureka which total approximately \$15,000. We are confident that the balance of the funds can be raised but do not yet have all funding secured.

Project Descriptions:

1. Describe what you will be doing through this grant. Include location of project and goals.

Natalie Arroyo, an HSU Environmental Science and Management Master’s degree student, is proposing to conduct surveys of trail users to assess their perceptions of safety on trails and in community forests as her thesis project. Ms. Arroyo and 3 undergraduate students will conduct intercept surveys of trail users along the Hikshari’ Trail in Eureka and Hammond Trail in McKinleyville to understand their perceptions about safety and what trail aspects make them feel more or less safe, and more or less likely to use and value the trail. In addition to intercept surveys, students will interview neighbors and key stakeholders about their experiences prior to construction of the trails and after construction. This information will indicate the impact that trails have on neighboring properties.

A literature review of best practices and a public safety data review will also be conducted to further understand trail impacts and opportunities. In addition to involving students, this is an opportunity for Volunteer Trail Stewards to assist with surveying trail users and gathering meaningful data about trail perceptions. Trail Stewards will be invited to participate from multiple VTS groups along the Bay Trail. The trails selected for this project are the Hikshari’ Trail and the Hammond Trail. Since the Hammond Trail

is not a trail that is within the purview of the HBTF, the HTC is proposing that the HBTF provides funding for the Hikshari' Trail project and that HTC will fund the Hammond Trail research. The costs provided by Natalie for this research project are \$4300 total, with this request to the HBTF comprising half of that cost since only one of the two trails is part of the Humboldt Bay Trail. Additional details are provided in the budget itemization.

For the purchase of a flail mower, the general concept is that HTC would own the flail mower, but the day-to-day operation and care of the equipment would be the responsibility of County of Humboldt. The equipment's performance will supplement the activities of the VTS work crews but would be operated by city/county staff (not volunteers). The agreement will further specify that the County will make this equipment available to City of Arcata and City of Eureka for trail maintenance work on their properties. There has been a high degree of collaboration and buy-in from all parties involved in this major equipment purchase thus far. It is anticipated that funding will be secured from all participating parties in spring 2022 and that the equipment purchase could be finalized by late spring 2022.

The 2022 Trails Summit is scheduled to be held on Saturday, June 4th at the Sequoia Conference Center in Eureka. This will be an in-person event with live presentations, tabling for trails organizations which choose to participate, and video presentations by local trails organizations. It is anticipated that the keynote presenters will again be:

**** Senator Mike McGuire discussing the Great Redwood Trail***

**** Hank Seemann discussing the Final Four Miles of the Humboldt Bay Trail and other County trail projects***

The VTS program has coordinated with the City of Eureka to rent a mini-excavator to remove a substantial patch of well-established pampas grass from the west side of the Eureka Waterfront North Trail on City of Eureka property, approximately 0.2 mi north of the Eureka Public Marina & Boat Launch. Clearing the invasive grass from this area will benefit trail users by improving viewshed of the Humboldt Bay and increasing trail user safety. The grass roots have grown to such a point that removal is beyond the work capacity of VTS volunteer crews, while rapid growth is expected to continue without management.

The City of Eureka does not have the size of excavator needed for this project's completion, and has agreed to cover half the total expense for an equipment rental. The cost provided by United Rentals in Eureka to rent a mini-excavator during a weekend is \$495.00 + \$43.31 tax estimate, a round-trip delivery fee of \$310.00, with fuel costing \$53.90 (10 gallons diesel at \$5.39/gal estimate), totaling \$902.21. HTC also needs to arrange for a special rider on its liability insurance at an added cost of \$100 (total project cost \$1002.21).

The VTS program requests \$551 in grant funds from HBTF for this landscaping project. As soon as funding is secured, VTS would arrange for United Rentals to deliver the equipment to the worksite on a Friday so it can be utilized during the VTS weekend workday, and then be picked up the following Monday. The machine would be operated

by Dennis Houghton, experienced excavator operator and VTS Coordinator for the Eureka Waterfront North Trail. As per HTC's liability, Dennis would be insured by a special rider. Dennis would oversee the machine operations and volunteer his time spent working. When the equipment is not in use it would be stored in a warehouse at the adjacent Blue Ox Mill, with permission already given by the property owner, Eric Hollenbeck.

The City of Eureka will provide a 20 cubic-yard dumpster onsite and haul greenwaste to the Recology Transfer Station at 1059 West Hawthorne Street in Eureka. The VTS Coordinator will maintain contact with the City of Eureka and report to HTC during the project and at its completion.

2. How does your proposal meet one or more of the following funding criteria?
 - a. Leverages investment, includes matches funds or contributes to fund development.

While the Humboldt Bay Trail Fund provides grant funds, its funds are currently restricted to utilization by trails designated as part of the Humboldt Bay Trail. HTC provides VTS services to multiple trails, some of which are not designated as part of the Humboldt Bay Trail. HTC needs to provide the items outlined in this grant proposal to non-Humboldt Bay Trails and these expenditures will be met through HTC revenues from other sources. In this way, HTC will be providing matching or in-kind funds to provide similar goods and services to those that will be met by this grant for the Humboldt Bay Trail.

Specifically, the HTC will provide matching funds for the Trail Research project to underwrite the \$2150 projected cost for the Hammond Trail. The HBTF is being asked to fund \$2150 for the Trail Research project on the Hikshari' Trail.

Leverages investment - The survey and interviews conducted for the Trail Research project will include questions and content that can inform future development of the next phase of the Bay Trail, from the southernmost portion of Eureka to College of the Redwoods, which is a significant public investment in planning and design.

For the 2022 Trails Summit, our projected costs of \$2500 include rental of a facility for an in-person conference, publicity, setup for informational tables for trail-related organizations, and technical support to record and later make available the recording of the Trails Summit. While the HTC is requesting \$1500 from the Humboldt Bay Trail Fund for this event, it is anticipated that additional funding will be required to meet all expenses and HTC is prepared to provide an additional \$1000 to sponsor the Trails Summit.

Matching in-kind services: The VTS program provides ongoing trail maintenance by a team of almost 200 volunteers on 7 trails in Humboldt County. The value (to the community, County of Humboldt, City of Arcata, and City of Eureka) can be measured by multiplying the number of hours of volunteer effort contributed by local trail enthusiasts by the hourly rate of

labor for volunteers established by the Independent Sector. During 2021, the data for the VTS program are:

- 1) 4785.5 hours of volunteer labor among the trails that VTS maintains**
- 2) Independent Sector established rate of \$28.54/hour**
- 3) Total value of VTS contribution during 2021 = \$136,578.17**

b. Enhances community visibility and engagement

For the Trail Research project, the collaboration between HSU students and VTS/ HTC is a positive opportunity for community synergy, learning, and awareness. Interacting with trail users also offers the opportunity to share VTS stewardship opportunities.

The 2022 Trails Summit presents an opportunity for the community to learn of trail projects and be involved in the discussion about trails locally. This is a vital part of the process: involving community members in trail development decisions and having the public engage with local policy-makers about these critical trail decisions.

Also, the Summit planning committee is comprised of representatives of several trail-related organizations so that a broad range of perspectives is utilized to develop the structure and content of the Trails Summit

c. Broadens community involvement

The HTC seeks to broaden community support for and involvement with local trails through our eNewsletter (with approximately 1000 subscribers), through ongoing trail maintenance activities on 7 trails in Humboldt County (soon to be 10 trails), and by our sponsorship of the annual Trails Summit. All these activities help to inform trail users (and potential trail users), involve them in trail-related activities including trail maintenance, and build their support for future trail development and development of trail amenities.

The Trail Research project offers an opportunity for HSU students to engage further in trail use and development issues. It also provides volunteers with VTS who may not be able or interested in certain VTS tasks with a way to support trail-related research.

d. Enhances public safety and comfort on the trail

The trail work that VTS provides at each trail location and at each workday event contributes to the safety and comfort of the public on local trails. The work performed by the trail volunteers is specifically oriented to making trails cleaner, safer, better-defined, less encumbered by debris, etc. Often, trail workdays include development of new trail sections or rerouting of trails to make them more comfortable and/or safer for trail users.

Additionally, the Trail Research project should contribute to:

- our understanding of trail safety and**
 - users' perceptions of how safe our trails and community open spaces are.**
- This project is aimed squarely at understanding the factors that make people feel safe or unsafe on a portion of the Bay Trail. This local, place-specific knowledge will directly benefit the design and planning of future Bay Trail**

segments and trails throughout the North Coast, where comprehensive research of this kind is lacking. This will better inform trail development decisions made by HTC and our trail partners.

Furthermore, the flail mower requested through this proposal (and funded by multiple other sources) will contribute to trail safety in terms of clearing trail segments, providing effective trailwork without undue hardship for the VTS volunteers.

3. Who will be responsible for the work outlined in the proposal?

The Humboldt Trails Council has already received grants through the Humboldt Bay Trail Fund and has:

- * successfully completed the outcomes as described in the grant application;**
- * provided documentation of all expenditures of grant funds;**
- * provided written and verbal communication with HCAOG staff regarding the fulfillment of the grant requirements.**

We have a record of compliance with all grant requirements and sufficient fiscal oversight (as well as an active Board of Directors). HTC can meet the reporting and grant management requirements that will be needed for this proposal. Our Community Engagement Committee will be developing volunteer recruitment materials and events; our Board of Directors will be monitoring proper expenditures of grant funds; our Treasurer will be monitoring documentation of those expenditures.

Additionally for the Trail Research project, there will be a number of entities involved in providing input including: HTC board, HSU Environmental Science and Management students and advisors. VTS may be a collaborator in a supporting role.

4. Which agency(s) have you coordinated with where the work is being proposed?

Humboldt Trails Council has worked with numerous entities in the process of attempting to purchase a flail mower that will be jointly utilized by County of Humboldt, City of Eureka and City of Arcata; all of whom have been consulted about this project. Other partners in this equipment acquisition process include various Rotary Clubs, Eureka Natural Foods, and the Humboldt Bay Trail Fund Working Group.

The organization of the Trails Summit for 2022 will continue to partner HTC with the Humboldt Bay Trail Working Group, HCAOG, Access Humboldt, and Senator Mike McGuire's office. Numerous trail-related organizations will again be invited to contribute presentations so the public is aware of future trail development projects and ancillary activities that many organizations offer to trail users.

For the Trail Research project, the principal investigator (Natalie Arroyo) has coordinated with HTC, VTS, and the HSU Environmental Science and Management Department. Miles Slattery has indicated that the City of Eureka is supportive of this research project.

For the Waterfront North Trail project, the VTS Coordinator and Waterfront North Trail Coordinator have reached an agreement with the City of Eureka to share the rental cost for a mini-excavator. The City of Eureka supports this project. Eric Hollenbeck of the Blue Ox Mill has agreed to allow VTS to store the machine at his property for the duration of its use.

Proposal Schedule:

Provide a schedule (narrative description or table) for the work to be accomplished. The schedule should include a brief description of each task (and subtasks if applicable) to be completed, with a start and end date.

Trail Research Project – the timeline for completion of this project is three semesters, commencing during spring term 2022 and being completed by summer 2023. The principal researcher (Natalie Arroyo) will be involved in the project during this entire time span. The undergraduate researchers will be engaged and working during spring 2022 and fall 2022 semesters, conducting interviews and gathering trail user information.

The proposed budget for research taking place on the Hikshari' trail is:

***Undergraduate research stipends - \$200 per student on one-time basis, 3 total = \$600
Principal Investigator (graduate student) research stipend - \$500 per semester, 3 total = \$1500
Clipboards, pens, and office supplies for surveying= \$50
Total = \$2150***

Flail Mower – it is anticipated that purchase of the flail mower will be initiated in March 2022. While all funding has not yet been secured, we do have a grant award of \$40,000 already received and pledges from County of Humboldt, City of Eureka, City of Arcata, and other local Rotary Clubs. If the \$10,000 grant is awarded by Humboldt Bay Trail Fund, we will then proceed with the purchase. It is anticipated that actual delivery of the flail mower will be during spring 2022; at that time, actual usage of the equipment will be able to commence.

During the time period from January – March/April, the various parties will draft agreements that will allow the equipment to be owned by HTC; stored, maintained and operated by County of Humboldt; shared with appropriate departments within City of Eureka and City of Arcata.

The 2022 Trails Summit committee has already made arrangements for utilization of the Sequoia Conference Center for this event to be held on June 4th. Active planning for the Trails Summit will begin in earnest in January 2022, led by Karen Underwood who was the facilitator for the 2021 Trails Summit. Between January and March, negotiations will result in contracts with Access Humboldt and Michael Kaufmann to provide the

technical support needed to record and air the event. The keynote speakers will be confirmed (expected to be Senator Mike McGuire and Hank Seemann). Between April – May, local trails organizations will be invited to:

- 1) Develop 5-10 minute video presentations about their programs to be shown during the Trails Summit***
- 2) Set up tables for the day of the event to distribute information about their organizations and services***

After the June 4th Trails Summit, the video recordings (of the live portion of the event and the pre-recorded videos of the trails organizations) will be available for future viewing via YouTube and the HTC website.

The landscaping project at the Eureka Waterfront North will commence as soon as funding is secured; VTS anticipates the work will be completed during one weekend in March 2022.