

The Trail Building Fund is maximum \$10 000 grant available to NWT communities or organizations for community-based recreation trails. The NWT Trails Coordinator oversees the Fund. It is his job to help Trail Builders at all stages of the project.

Here's how it works:

1. Fill out and submit an application. Applications are rated by a Committee using scoring criteria (link). The Coordinator will work with applicants to make sure that their proposal:
  - ✓ Has the support of their community. Support means financial or in-kind contribution and at least one **letter of support**.
  - ✓ Has a realistic and detailed **budget** attached.
  - ✓ Enjoys a commitment to the **long-term maintenance** of the trail, once it is built.
  - ✓ Includes a lot of information about the trail's **design** and a timeline for its construction. A **map** must be included. **Signs** are an important feature on recreational trails, and need to be included in the plan.
  - ✓ Shows that there is a **need** for the trail. Priority will be given to NWT Communities who have not already received Trail Building Fund support from the NWTRPA.
2. The NWTRPA will strike a Contribution Agreement with the applicant that describes what a completed project will look like. Half of the funds will be released at this point; the second half will be released after a final report is submitted.
3. Applications are submitted to the Trails Committee, who review and approved proposed trails projects.
4. Trail Construction begins. A timeline of construction and completion dates will be negotiated for each project.
5. Once the trail is completed, a **Final Report** must be submitted. The Trails Coordinator will work with the applicant to make sure that their proposal:
  - ✓ Has **pictures** and a **map** of the completed trail
  - ✓ Has a final budget with receipts for purchases and invoice for final payment
  - ✓ Has a **long-term maintenance plan** that identifies who is responsible for keeping the trail in good shape.
6. Your finished trail becomes a new, low-cost recreation facility in your community!