

Making a Trail and Infrastructure Plan – First Steps



1. **Build your team** (establish a steering committee). Non-profits should work with local government(s) on the plan. Government entities should work with community members. Bring in federal or state partners if the project will be built on public lands.
2. **Conduct an inventory.** What's needed? The committee should conduct an inventory of local recreation opportunities. How can a new project build upon or fit into what is locally available? If there is an existing master plan, is it a priority within the plan? If it is a trail, consider if it can eventually connect to other local trails or a neighboring community's trail network.
3. **Develop your proposal.** Develop a project proposal or brief so everyone involved has a clear understanding of the proposed project.
4. **Conduct feasibility study.** Be sure your feasibility study considers:
 - Is the project well-supported in the community?
 - How will it be used and maintained in the future?
 - What permits will be needed? If it's on federal lands or in a body of water, get an estimate of how long will it take to get all necessary permits (potentially a couple of years).
 - What is the conceptual design? What are the required specs for your project? Identify specific site requirements. Visits to similar infrastructure or trail projects and communication with experts, planners or even trail groups will be beneficial in developing initial designs.
 - What are the expected costs? Explore potential funding sources. Do you have partners that will provide financial or in-kind support? What grants might be a good fit for your project?
5. **Procure endorsements & permissions:**
 - Get the endorsement of appropriate government entity/entities.
 - Consult with land owners or land managers if easements are needed. Research and/or begin the contract process.
 - If applying for the Utah Outdoor Recreation Grant, get endorsements from your local economic development director and tourism director.

For more information about the Utah Outdoor Recreation Grant, visit business.utah.gov/outdoor/uorg or email Tara McKee (tmckee@utah.gov) or India Nielsen (indianielsen@utah.gov).