



## 2021 TRAIL MAINTENANCE INCENTIVE (TMI) PROGRAM

**PURPOSE:** Identify and propose to public land agency a project that benefits equestrian/multiuse trail or trail head. Develop a positive working relationship with chapter's local public land agency.

The 2021 Trail Maintenance Incentive (TMI) Award Program will make available up to \$1000 to chapter(s) selected by the TMI Selection Working Group. Selection will be based on projects best suited to further the purpose of BCHMO. The project application must be agreed upon by chapter and agency and must benefit an equestrian trail/trail head. The Chapter will provide \$1,000 of in-kind service (41 volunteer hours) making the incentive value \$2,000.

**APPLICATION DEADLINE: June 1, 2021**

### PROCEDURE

1. Chapter leadership will meet with land manager to identify a project benefiting equestrian trail/trail head. Both parties must agree on project and guarantee on the ability to complete the project by the end of the year 2021. Projects will not carry over to the following year.
2. Agency leadership and chapter leadership must sign the application form.
3. BCHMO's contribution will not exceed \$1,000. Volunteer service hour obligation will be at least \$1,000 of in-kind service. (Basic work hour \$24.14; 41 hours=\$1,000 in kind service) Volunteer service hours will be logged and sent to the BCHMO Volunteer Service Chair.
4. Agency will submit record of costs incurred in the project to chapter leader. If project exceeds the \$1,000, the agency will absorb the over cost.
5. Agency must acknowledge to public project was funded and completed by \_\_\_ Chapter of BCHMO.
6. As project costs occur, the chapter leader will submit to the TMI Coordinator vendor invoices for payment OR submit paid receipt for reimbursement to the TMI Coordinator.

### STATE PROCEDURE

1. The TMI working group (State Committee Chairs) will review each application to ensure it is complete and falls within the BCHMO mission. The TMI working group will submit recommendations to the Board of Directors for budget approval. If the number of applications exceed the budget allowed for TMI Program, the chapter(s) will be selected based on merit and value of the project to the organization.