

STATE OF MAINE
DEPARTMENT OF INLAND FISHERIES AND WILDLIFE
BUREAU OF WARDEN SERVICE

**ALL TERRAIN VEHICLE (ATV) ENFORCEMENT GRANT APPLICATION
AND INSTRUCTIONS**

Applicant Information

Line 1: Write the applicant's name and agency they are with.

Line 2: The Federal Tax Identification Number is required. Applications without the Tax ID *will not* be processed.

Line 3: The name of the project representative or the project contact person.

Line 4: Name and title of the person who is authorized to sign the agreement or contract.

Line 5: The complete address including street, town, and zip code.

Line 6: Telephone number of the project representative or contact person and agency.

Line 7: Email address of the project representative or contact person.

Line 8: Name of financial contact.

Line 9: Telephone number of the financial contact.

Line 10: Address where the payments will be sent.

Project Information

Line 11: Check the box for the project type you are applying for. There are three (3) different types of grants. Choose from the three types listed. If you have any questions, please contact the grant administrator.

General ATV Enforcement meaning; **Level 1 Enforcement**: Handling ATV complaints from Landowners or other persons about the operation of ATVs, responding to ATV accidents and enforcing ATV laws during the normal course of patrol duties. Or **Level 2 Enforcement**: ATV enforcement that is focused on recognized ATV problems in a localized area, but not a multijurisdictional high-problem area. You will need to include the following documentation with your application: Documentation of ATV complaints, ATV accident data, and documented vernal ATV enforcement problems. Note that grant may not be awarded unless matching funds are available in an amount that is no less than 25% of the grant amount.

Multi-jurisdiction Enforcement meaning area of extensive use by ATV operators, including, but not limited to, unauthorized trails of damaged agricultural lands, wetlands or other environmentally sensitive areas. A multi-jurisdictional high-problem area is an area where there are documented complaints from landowners or others about the operation of ATV's. You will need to include the following documentation with your application: Documentation of extensive use of an area by ATV operators, as indicated by the large number of registered ATVs or a large number of transient ATV operators in an area, documentation of unauthorized trails or extensive damage to private and public property, documentation of ATV use in prohibited areas as defined in state law, and Documentation of multiple law enforcement agency involvement. Note that grant may be awarded whether or not matching funds are available.

ALL MULTI-JURISDICTIONAL REQUESTS MUST HAVE A LETTER OF INTENT FROM EACH PARTICIPATING AGENCY ATTACHED TO THE APPLICATION. ANY APPLICATIONS THAT DO NOT HAVE LETTER OF INTENTS ATTACHED, WILL BE RETURNED TO THE SUBMITTING AGENCY AS INCOMPLETE.

Training & Equipment meaning for training agency to operate ATV's and enforce ATV laws. You will need to include the following documentation with your application: Documentation of ATV use on trails and private property, documentation of law enforcement staff needing equipment and training, and documentation of inability to obtain equipment from other sources, specific scheduled training events and any training sponsorship. Note grant may not be awarded unless matching funds are available in an amount that is no less than 50% of the grant amount. The matching funds for training purposes may be cash or in kind. Equipment purchases require a 50% cash match.

Line 12: Name of project. Do not use the project category or type as the name.

Line 13: Enter the amount of grant funds requested.

Line 14: Enter the amount your agency has available for use as matching funds.

Line 15: Enter the total amount of project cost.

Line 16: Answer the question by checking yes or no.

Line 17: Write the date the project will begin and the date at which the project will be completed.

Line 18: Please prepare a brief description of your project, include main project elements. This will be used to review the scope of work. Attach a separate sheet of paper if more space is necessary.

Line 19: Enter the City or Town closest to the site and the State Legislative District and Representative.

Line 20: List the names of groups or individuals that are in support of this project. Include their telephone number and email addresses. Use an additional sheet of paper to list more supporters. Also attach any letters and/or articles in support of this proposal.

ATV Project Funding & Budget

Line 21: Fill out Funding & Budget worksheet, entering all that apply. Add up each column. Then add the total Grant Funds Requested and the total Match Funds to get your total Project Costs. You may attach additional paper if you have items you wish to cost that are not listed on the form.

Certification

Authorized signature certifying that all information contained in the application is true and accurate, to the best of the applicant's knowledge.