

**Privacy Act Statement:**

**Authority:** 16 U.S.C. 1241-51, the National Trails System Act of 1968.

**Purpose:** The information is collected to process candidate applications, including determining if eligibility requirements have been met, for designation as a National Recreation Trail or National Water Trail for inclusion to the National Trails System. This application process is for trails on Federal, State, Tribal, local, or private lands or waters (except those on or in cooperation with US Forest Service lands or waters). If your trail is on US Forest Service lands or waters, you should contact the US Forest Service National Recreation Trails Program.

**Routine Uses:** The information may be disclosed to the US Forest Service (Department of Agriculture), the US Army Corps of Engineers (Department of Defense), the National Park Service, the Bureau of Land Management, and the US Fish and Wildlife Service (Department of the Interior) for the review of applications and the tracking of designated trails on their respective lands or waters.

**Disclosure:** Voluntary, however, failure to provide the requested information may impede the proposed National Recreation Trail or National Water Trail application from consideration for designation and inclusion in the National Trails System.

**Paperwork Reduction Act Statement:**

**PAPERWORK REDUCTION ACT STATEMENT:** We are collecting this information subject to the Paperwork Reduction Act (44 U.S.C. 3501) to evaluate the suitability of trails or trail systems for submission to the Secretary of the Interior for designation as a National Recreation Trail or as a National Water Trail. All applicable parts of the form must be completed in order to receive consideration for the requested benefit. A Federal agency may not conduct or sponsor, and a person is not required to respond a collection of information unless it displays a currently valid OMB control number. OMB has approved this collection and assigned it control number 1024-0283.

**Estimated Burden Statement:**

**ESTIMATED BURDEN STATEMENT:** Public reporting burden for this form is estimated to average 8 hours per response for National Recreation Trail and National Water Trail submissions, including the time it takes to read, review instructions, and complete the form. This estimated time does not include the time to collect resources and attachments needed for the application. Direct comments regarding this burden estimate, or any aspects of this form, to the Information Collection Clearance Officer, National Park Service, 12201 Sunrise Valley Drive, Mail Stop 242, Reston, VA 20192. Please do not send your form to this address.

**Please note:** It is recommended that you review all National Recreation Trail or National Water Trail application criteria and questions ahead of submittal to ensure you have all of the required or additional information and resources needed. You may edit and update your application at any time.

### **About the National Recreation Trails and National Water Trails**

National Recreation Trails: National Recreation Trails are existing land-based and water-based trails that provide close to home recreation opportunities on Federal, State, and local lands. National Recreation Trail designation promotes some of our country's highest-caliber trails with the intention of providing recreation access to rural and urban communities, economic development through tourism, and healthy recreation opportunities. National Recreation Trails are recognized by the federal government, with the consent of any Federal, State, Tribal, local, nonprofit, or private entity having jurisdiction over these lands. Today almost 1,300 of these trails have been designated throughout the country. They are in all 50 states, the District of Columbia, and Puerto Rico.

National Water Trails: The National Water Trails System is a network of trails on water open to the public to explore and enjoy. The system also serves as a community of water resource managers that benefit from information sharing and collaboration. National Water Trails are a sub-set of National Recreation Trails. National Water Trails have been established to protect and restore America's rivers, shorelines, and waterways; conserve natural areas along waterways; and increase access to outdoor recreation on shorelines and waterways. National Water Trails are a distinctive national network of exemplary water trails that are cooperatively supported and sustained.

The National Water Trails System connects Americans to the nation's waterways and strengthens the conservation and restoration of these waterways through the mutual support and cooperation of federal, state, local, and nonprofit entities. In establishing a national system of exemplary water trails, these trails have become a catalyst for protecting and restoring the health of local waterways and surrounding lands. They are building a community that mentors and promotes the development of water trails and shares best management practices with other water trails.

### **How to Apply:**

Please fill out the application questions below. If applying for National Recreation Trail designation, please choose "National Recreation Trail". If applying for National Water Trail, please choose "National Water Trail". It is recommended you preview the application questions before beginning the application process.

## SECTION ONE: BASIC TRAIL INFORMATION

**Application Type:** checkbox (select one only)  
(Select which trail type you are applying for designation)

**Trail Name:** text field

**Lead Agency or Organization:** pick list field  
(Select a Lead Agency or Organization)

**Trail Location:** text field  
(Please add a short description of your trail indicating the start and end points.)

**State(s):** pick list field  
(Choose state(s) from dropdown list)

**County(ies):** pick list field  
(Choose county(ies) from dropdown list)

**Cities/Townships crossed by the trail:** text field  
(Separate multiple cities/townships with commas.)

**Congressional District(s) crossed by the trail:** text field  
(Separate multiple Districts with commas: 1, 3. If multiple states, use two letter state abbreviation and district number separated by commas.)

**Short Description of Trail:** text field  
(Provide a short, detailed description of your trail. This text should highlight the user experience of your trail. If designated, this text will be used in news releases and the National Recreation Trail website. Recommended maximum text: 100 words.)

**Detailed Description of Trail:** text field

*(Provide a longer, detailed description of your trail that expands upon the short description. This is your opportunity to highlight to the public why your trail is locally significant, how your trail is unique from others, and why a trail user would want to visit your trail. This text will be used on the National Recreation Trail website. Recommended maximum text: 1000 words.)*

**Website:** text field

## SECTION TWO: TRAIL DETAILS

**Length of Trail Open to Public Use - Miles:** number field

**Length of Trail Open to Public Use - Loop Trail?** checkbox field

**Trail Part of a System:** checkbox field

*(Identify if your trail is part of a larger trail system, the name of the trail system, and length of the entire system. If your trail is a stand-alone trail, leave this question blank.)*

**Trail System Name:** text field

**Entire System Length (in miles):** number field

**Additional National Designations:** text field

**Additional State Designations:** text field

**Primary Trail Category:** checkbox field (choose all that apply)

*(Backcountry Trail, Frontcountry Trail, Water Trail, Rail Trail, Urban Trail)*

**Lowest Elevation:** number field

**Highest Elevation:** number field

**Cumulative Elevation Gain (in feet):** number field

**Average Width (in inches):** number field

**Minimum Width (in inches):** number field

**Total Running Distance of Minimum Width (in feet):** number field

**Average Grade of Trail (%):** number field

**Maximum Grade of Trail (%):** number field

**Total Running Distance of Maximum Grade (in feet):** number field

**Average Cross-slope of Trail (%):** number field

**Maximum Cross-slope of Trail (%):** number field

**Total Maximum Running Distance of Cross-slope (in feet):** number field

**Primary Surface:** checkbox field (select one only)

*(Paved (Asphalt or concrete, brick, paver stone); Boardwalk; Grass or Vegetation; Rock, boulders; Rock, crushed; Rock, smooth; Sand; Snow or ice; Soil; Soil with stabilizer; Wood chips/mulch; Water, rapids; Water, swift moving; Water, slow moving; Water, tidal; Water, calm)*

**Additional Surfaces:** checkbox field (select all that apply)

*(Paved (Asphalt or concrete, brick, paver stone); Boardwalk; Grass or Vegetation; Rock, boulders; Rock, crushed; Rock, smooth; Sand; Snow or ice; Soil; Soil with stabilizer; Wood chips/mulch; Water, rapids; Water, swift moving; Water, slow moving; Water, tidal; Water, calm)*

**Universal Accessibility Information:** text field

*(Provide information about how your trail maximizes recreation opportunities for people with disabilities. Examples include accessible features, launch sites (for water trails only), facilities, and experiences.)*

### SECTION THREE: USES AND ACTIVITIES

**Allowed Uses:** checkbox field (select all that apply)

*(Bicycling; Bicycling, electric; Bicycling, hand powered, recumbents, tricycles; Boating, motorized; Boating, human-powered; Swimming; Dogs, off leash; Dogs, on leash; Electric micro-mobility devices (scooters, hoverboards, skateboards, etc.); Equestrian; Hiking/Walking; Motorized vehicles, – ATV/ORV; Motorized vehicles, – four-wheel drive; Motorized vehicles, motorcycling; Motorized vehicles, snowmobiling; Snow, cross-country skiing; Snow, snowshoeing; Trail running; Other)*

**Other Related Activities Allowed:** checkbox field (select all that apply)

*(Hunting; Fishing; Camping; Heritage / History / Cultural Resources; Rock climbing; Camping; Caving; Snow, snow play general; Scuba Diving; Ice skating; Wildlife Viewing / Observation; Traditional cultural uses; Other)*

### SECTION FOUR: VISITING AND FEES

Note: section can be repeated multiple times for additional trailheads.

**Trailhead Name:** text field

*(\*This location will be used on the National Recreation Trail Database)*

**Trailhead Longitude:** number field

**Trailhead Latitude:** number field

**Trailhead Dates Month/Day Opens:** date field

**Trailhead Dates Month/Day Closes:** date field

**Trailhead Dates Open Year-Round:** checkbox field

**Trailhead Dates Seasonal or Special Closures:** text field

**Trailhead Times of Operation Open 24 hours:** checkbox field

**Trailhead Times of Operation Open Dusk to Dawn:** checkbox field

**Trailhead Times of Operation Time Trailhead Opens:** pick list field

**Trailhead Times of Operation Time Trailhead Closes:** picklist field

**Admission Fee:** number field

**Parking Fee:** number field

**Annual Permit Fee:** number field

**Visiting and Fee Notes:** text field

**Fee Information Website:** text field

**Trailhead Amenities:** text field

## SECTION FIVE: BEST MANAGEMENT PRACTICES

Designated National Recreation Trails or National Water Trails should meet the following benchmarks for best management practices (BMP). For each of the following sections, briefly describe how your trail and managing entity or entities strive for and implement each best management practice. Please attach supporting documents for each best management practice as appropriate.

**Recreation Opportunities & Access:** text field

*(Best management practices include the opportunity to enjoy a variety of trail experiences that accommodate a diversity of trip lengths, levels of difficulty, and recreation activities. Provide details and descriptions of how your trail addresses recreation and access including how many trailheads or launch sites are available, what recreation resources are provided, and how your trail may accommodate varying levels of visitor experience, and how your trail may provide equitable access to members of the community.)*

**Recreation Opportunities & Access, Supporting Files:** file upload

*(Upload photos or documents of trailheads or launch sites, active trail use and users, and experiences.)*

**Education & Interpretation:** text field

*(Best management practices include opportunities to learn about the local environment and habitat, value of land and water resources, cultural heritage, and outdoor and boating skills and ethics. Describe any of these educational opportunities related to your trail.)*

**Education & Interpretation, Supporting Files:** file upload

*(Upload photos or documents that exemplify these opportunities [curricula, events].)*

**Conservation & Stewardship:** text field

*(Best management practices include opportunities for organizations and communities to develop and implement strategies that enhance and restore the health of the local environment, waterways, and surrounding lands. Please provide examples of activities that demonstrate stewardship and conservation along the trail.)*

**Conservation & Stewardship, Supporting Files:** file upload

*(Upload photos or documents that exemplify these opportunities [stewardship activities, plans, etc.]*

**Community Support:** text field

*(Best management practices demonstrate meaningful engagement with diverse partners and local communities who provide support and advocacy for the designation, events, maintenance, and stewardship of their trail. Describe the community involvement in your trail, and attach any letters of support from local organizations, local or State governments, Tribes, etc.)*

**Community Support, Supporting Files:** file upload

*(Upload photos or documents that exemplify these opportunities [letters of support, agreements, stewardship programs, strategies for community engagement, etc.]*

**Public Information:** text field

*(Best management practices demonstrate how the public is provided with easily available and understandable information about the trail, including identifying trails routes, launch sites, difficulty levels, universal access information, safety and hazards messaging, and rules and regulation, and multilingual resources. Describe how your trail provides this information to the public.)*

**Public Information, Supporting Files:** file upload

*(Upload photos or documents of public information [brochures, guides, safety messages, signs/kiosks, multilingual resources, etc.]*

**Trail Maintenance:** text field

*(Best management practices indicate that trail managers and organizations perform routine and long-term maintenance investments on their trails to ensure trails and related facilities are open and safe for public use and are environmentally sustainable. Describe any trail maintenance practices associated with your trail.)*

**Trail Maintenance, Supporting Files:** file upload

*(Upload photos or documents that exemplify trail maintenance [trail maintenance plans, checklists, schedules, patrols, etc.]*

**Planning & Management:** text field

*(Best management practices indicate that trail managers have adopted a trail plan(s) that describes a vision, desired future conditions, addresses environmental laws and policies, consultation with stakeholders, and include strategies to maintain the trail over the long term, manage visitor use, and maintain and strengthen the capacity to manage the trail.. Describe any current and future planning activities related to your trail.)*

**Planning & Management, Supporting Files:** file upload

*(Upload photos or documents of relevant planning and organizational management materials.)*

## SECTION SIX: SUPPORTING MATERIALS

Upload supporting materials, which include primary and additional maps and location information, and a primary trail photo and additional trail activity photos.

**Primary Trail Map:** file upload

**Additional Trail Maps:** file upload

**GIS Centerline of Trail:** file upload

**Primary Trail Photo:** file upload

*(\*This photo will be used to highlight and promote your trail on the National Recreation Trail website, and other National Trail System communication and promotion)*

**Additional Photos:** file upload

(Examples include active trail users, activities, events not addressed in the Best Management Practices section.)

*Materials to be uploaded must be in one of these formats: .pdf, .doc, .docx, .jpg, .kml, .kmz, .gpx*

*The map must be a .pdf or .jpg*

*The photo must be a .jpg and will be resized to 1000 pixels wide. A horizontally oriented photo will look best.*

***Please Note:*** *When you upload a photo you affirm that you have secured the rights for the photo to be used for publicity and promotion of National Recreation Trails and are giving us permission to do so. This includes use on the websites of the National Recreation Trail Program, American Trails, and cooperating agencies and organizations, as well as their noncommercial publications. This also includes use by third-party websites for noncommercial use in promotion of National Recreation Trails through agreements with American Trails. You retain all other rights to your photos.*

## SECTION SEVEN: CONTACT INFORMATION

If the trail is designated a National Recreation Trail or National Water Trail, the trail managing agency or organization will appear on the official designation certificate, along with the trail's name. The trail managing agency or organization will be sent the official designation certificate as well as several National Recreation Trail or National Water Trail signs using the mailing information below.

You will be given the opportunity to add additional contacts if there are multiple agencies or organizations that manage the trail.

[Contact Information Part 1- Applicant Contact]

**Trail Managing Agency or Organization:** text field  
(example: *Smith County Parks and Recreation Agency Unit*)

**Agency Unit:** text field  
(example: *Jones Lake Park*)

**Trail Manager First Name:** text field

**Trail Manager Middle Initial:** text field

**Trail Manager Last Name:** text field

**Trail Manager Title:** text field

**Trail Manager Position:** text field

**Phone:** text field

**Email:** text field

**Mailing Address:** text field

**Mailing City:** text field

**Mailing State:** pick list field

**Mailing Zip:** text field

**Physical Address:** text field

**Physical City:** text field

**Physical State:** pick list field

**Physical Zip:** text field

[Contact Information Park 2 - Public Information Contact]

**Agency or Organization:** text field  
(example: *Smith County Parks and Recreation Agency Unit*)

**Agency Unit:** text field  
(example: *Jones Lake Park*)

**First Name:** text field

**Middle Initial:** text field

**Last Name:** text field

**Title:** text field

**Position:** text field

**Phone:** text field

**Email:** text field

**Mailing Address:** text field

**Mailing City:** text field

**Mailing State:** pick list field

**Mailing Zip:** text field

**Physical Address:** text field

**Physical City:** text field

**Physical State:** pick list field

**Physical Zip:** text field

[Contact Information Park 3 - Designation Letter Contact]

If the trail is designated as a National Recreation Trail or National Water Trail, a letter of designation from the Secretary of the Interior will be delivered to the street address of the managing agency/organization. If you would like additional designation letters or prefer a different name (e.g. department head, mayor, president of the organization, etc.) and/or address to appear on the letter, please enter the information below. You may enter up to four additional individuals who will receive a designation letter.

**Surname:** text field

**First Name:** text field

**Middle Initial:** text field

**Last Name:** text field

**Title:** text field

**Position:** text field

**Phone:** text field

**Mailing Address:** text field

**Mailing City:** text field

**Mailing State:** pick list field

**Mailing Zip:** text field

## SECTION EIGHT: OWNER CONSENT AND STATE SUPPORT

Applicant is required to upload the appropriate documents to address the following conditions:

**Landowner Consent:** file upload

*(All public and private landowners whose land is crossed by or provides access to the trail must give written consent to this application. Landowner consent letters should include a statement of support for National Recreation Trail or National Water Trail designation and commitment to public access for at least 10 years, per designation criteria.)*

**List of All Landowners:** text field

*(Provide a complete list of all landowners providing public access.)*

**State Trail Administrator Support:** file upload

*(Trails on State, local government, or private land (anything other than Federal) must have a statement of support from the State Trails Administrator/Coordinator.)*

*Documents must be in one of these formats: .pdf, .doc, .docx, .xls*

## SECTION 9: SIGNATURE PAGE

**Signed Signature Page:** file upload

*(To complete the application process, you must submit a signature page.*

1. Step 1. Download the signature page here:  
<http://americantrails.org/NRTDatabase/NRTSignaturePage.pdf>
2. Step 2. Apply digital signature, or print, sign, and scan the signature page.
3. Step 3. Upload the signature page.)