# ATV Application Attachment Checklist

## Operations & Maintenance

### Non-Federal Land

- Maps
  - Location/Vicinity Map

- SHPO Attachments (for trail work that will have ground disturbing activities)
  - Google Earth KMZ file or topographic map
  - SHPO Submittal Form
  - SHPO Clearance Form
  - Photos of built environment resources (recommended to combine into a single document with captions)

- [Land Manager Approval Form](#) (if area covers multiple land managing organizations, provide form for each)

- [Environmental Self-Assessment Checklist](#) (for trail work that will have ground disturbing activities)

- Proof of Property Ownership

- Letters of Support (max 10 total, no more than 2 from agencies, recommended to combine into one attachment)

- Photos: (recommended to combine into a single document with captions)

- Bids: (if not applicable, upload Word document stating “N/A”, or similar. One bid for items $5,000 or more. If awarded, items purchased over $10,000 must have 3 bids, with lowest bid taken. If organization has established procurement process, follow that if awarded).

- Other:  
  - Other documents applicable to your project

### Federal Land

- Maps
  - Location/Vicinity Map

- Section 106 Documentation (upload under “Other”)
  - BLM or USFS heritage form if the project falls under SHPO’s programmatic agreement, or
  - SHPO concurrence letter, if required

- NEPA Documentation (upload under “Other”)
  - Letter indicating the categorical exclusion type, or
  - Record of Decision and EA or EIS, as applicable

- [Land Manager Approval Form](#) (Signed by Forest Supervisor/District Ranger or Field Manager)

- Letters of Support (max 10 total, no more than 2 from agencies, recommended to combine into one attachment)

- Bids: (if not applicable, upload Word document stating “N/A”, or similar. One bid for items $5,000 or more. If awarded, items purchased over $10,000 must have 3 bids, with lowest bid taken. If organization has established procurement process, follow that if awarded).

- Photos: (recommended to combine into a single document with captions)

- Other:  
  - Other documents applicable to your project

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*For forms not required for your project, but required in the grants system, upload a document stating “not applicable,” or similar.*

*Contact the ATV Grant Coordinator with questions.*
# ATV Application Attachment Checklist

## Development

### Non-Federal Land

- Maps
  - Location/Vicinity Map/Site Design
- SHPO Attachments
  - Google Earth KMZ file or topographic map
  - SHPO Submittal Form
  - SHPO Clearance Form
  - Photos of built environment resources (recommended to combine into a single document with captions)
- [Land Use Compatibility Form](#) (LUCS)
- [Environmental Self-Assessment Packet](#) (for trail work that will have ground disturbing activities)
- [Land Manager Approval Form](#) (if area covers multiple land managing organizations, provide signed form for each)
- Proof of Property Ownership
- Letters of Support (max 10 total, no more than 2 from agencies, recommended to combine into one attachment)
- Photos: (recommended to combine into a single document with captions)
- Bids: (if not applicable, upload Word document stating “N/A”, or similar).
- Other:
  - Other documents applicable to your project

### Federal Land

- Maps
  - Location/Vicinity Map/Site Design
- Section 106 Documentation (upload under “Other”)
  - BLM or USFS heritage form if the project falls under SHPO’s programmatic agreement, or
  - SHPO concurrence letter, if required
- NEPA Documentation (upload under “Other”)
  - Letter indicating the categorical exclusion type, or
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# ATV Application Attachment Checklist

## Planning

### Non-Federal Land
- **Maps**
  - Location/Vicinity Map
- **SHPO Attachments**
  - Google Earth KMZ file or topographic map
  - SHPO Submittal Form
  - SHPO Clearance Form
  - Photos of built environment resources (recommended to combine into a single document with captions)
- **Land Manager Approval Form**
- **Land Use Compatibility Form** (LUCS)
- **Proof of Property Ownership**
- **Letters of Support** (max 10 total, no more than 2 from agencies, recommended to combine into one attachment)
- **Photos** (recommended to combine into a single document with captions)
- **Other**
  - Other documents applicable to your project

### Federal Land
- **Maps**
  - Location/Vicinity Map
- **Section 106 Documentation** (upload under “Other”)
  - BLM or USFS heritage form if the project falls under SHPO’s programmatic agreement, or
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- **Land Manager Approval Form** (Signed by Forest Supervisor/District Ranger or Field Manager)
- **Letters of Support** (max 10 total, no more than 2 from agencies, recommended to combine into one attachment)
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- **Other**
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Contact the ATV Grant Coordinator with questions.
<table>
<thead>
<tr>
<th>Law Enforcement</th>
<th>EMS Projects</th>
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<tbody>
<tr>
<td>□ Maps</td>
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<tr>
<td>▪ Location/Vicinity Map</td>
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<tr>
<td>▪ ATV Law Enforcement Map (Showing areas with LE Focus)</td>
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<tr>
<td>□ ATV Safety and Enforcement Report (covering past year’s LE activities-can be in form of LETS report)</td>
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<td>□ Officer Wages Scale: document from accounting department showing officer pay grade schedule (with benefits incuded)</td>
<td>□ Other:</td>
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# ATV Application Attachment Checklist

## Land Acquisition

### Land Acquisition Projects

- Yellow Book Appraisal
- Appraisal Review (desk review)
- Proof of Willing Seller
- Maps
  - Location/Vicinity Map
- SHPO Attachments
  - Google Earth KMZ file or topographic map
  - SHPO Submittal Form
  - SHPO Clearance Form
  - Photos of built environment resources (recommended to combine into a single document with captions)
- Land Use Compatibility Form (LUCS)
- Environmental Self-Assessment Packet
- Letters of Support (max 10 total, no more than 2 from agencies, recommended to combine into one attachment)
- Photos of property: (recommended to combine into a single document with captions)
- Other:
  - Other documents applicable to your project

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