



**BACK COUNTRY HORSEMEN OF WASHINGTON**  
PO Box 1132  
ELLENSBURG, WA 98926  
**WWW.BCHW.ORG**

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### **Grant Help: Project Template Form**

**Please fill out the form below, to the best of your ability, and email it to Jen Bond, BCHW Grant Administrator, at: [bchwgranhlp@gmail.com](mailto:bchwgranhlp@gmail.com) (Phone: 360-461-9588). (Instructions on back page)**

**Project Name:** \_\_\_\_\_

**Chapter:** \_\_\_\_\_

**Chapter Lead/Contact Name & Phone:** \_\_\_\_\_

**Project Location:** \_\_\_\_\_  
\_\_\_\_\_

**Project Land Manager:** \_\_\_\_\_

**Project Description:** \_\_\_\_\_  
\_\_\_\_\_

**Funding Need Estimate:** \_\_\_\_\_

**Partners (if any):** \_\_\_\_\_

**Timeline:** \_\_\_\_\_  
\_\_\_\_\_

**Existing Funding:** \_\_\_\_\_

**Photos Attached:** Yes No

***Back Country Horsemen of Washington (BCHW), is a 501 (c) (3) organization with 32 chapters across the state dedicated to: keeping trails open for all users; educating horse users in Leave-No-Trace practices; and providing volunteer service to resource agencies.***

## **Instructions for Front Page**

**Chapter Lead/Contact:** Include the name, email address and phone number for the project leads (people who are actively involved in planning the project and have a good grasp on all project details).

**Project Location:** Start with a location found in Google Maps – the trailhead, or trail name, or the nearest highway if necessary. Give directions how to find the site on a map.

**Project Land Manager:** Who currently owns/manages the land? If privately owned, include landowner contact info. Have they been approached about this proposal? Do they approve?

**Project Description:** Include a brief description of the project including current plans and work that has already been accomplished at the project site. The project description should include measurable actions that will be completed, if funded. Examples below:

- Miles of trail maintained, relocated, or restored
- Feet of puncheons/boardwalks that will be maintained, relocated, or restored
- Feet of turnpikes that will be maintained, relocated, or restored
- Miles of gravel road that will be maintained, relocated, or restored
- Number of campsite that will be installed, maintained, or restored
- Number of trailheads that will be installed, maintained, or restored.

**Funding Need Estimate:** Include an estimate of how much funding you need to complete this project. Please include as much detail as you can.

**Partners (if any):** Any organizations committed to helping with labor, funding, or materials?

**Timeline:** When do you want to do this project? Are there only certain times of year you can do this work (snowpack, etc.).

**Existing Funding:** Have you already obtained some funding to do this work? Do you have existing grant funding for working on this project? If so, what are the sources and amounts from each?