

REQUEST FOR PROPOSALS  
2024 Rivers and Trails Grant Program

Open to NPS National Wild and Scenic Rivers and National Trails  
and their Partners

Enhancing and Protecting America's Rivers and Trails

**Grant Application Open: June 3 – July 15, 2024**

**Overview:**

The National Park Foundation (NPF), in collaboration with the National Park Service (NPS), is excited to announce a Request for Proposals (RFP) for the Fiscal Year 2024 as part of the NPF Rivers and Trails program.

The NPF Rivers and Trails program seeks to protect the most iconic and beloved national trails and wild & scenic rivers administered or managed by NPS. These systems are facing mounting challenges, including increased visitation, inconsistent funding, the impacts of climate change, and more. To address these challenges, this year's RFP will focus on four key themes identified by NPS as the priority areas of philanthropic need:

1. Collaborative Conservation
2. Resilient Ecosystem Health & Stewardship
3. Enhanced Visitor Experience
4. Futureproofed Rivers & Trails

**Background:**

The FY23 round of the NPF Rivers and Trails RFP was a resounding success, showcasing a clear need for support: 32 rivers and 27 trails applied, totaling \$2.5 million in funding requests. This marked a significant funding opportunity for rivers and trails by NPF, which ultimately granted \$1 million in grants to 13 rivers, 10 trails, and one system-wide fellowship. The funding provided to the [24 grantees](#) represents significant progress in supporting these under-resourced areas, reflecting the ethos of rivers and trails in addition to the broader NPS mission: cultivating deep connections between communities and their environments and conserving resources for future generations.

In 2024, NPF seeks proposals that further the goals of NPS and its partners for these two specially-designated national systems. This RFP is being shared with NPS entities and their partners that administer, manage, and support national scenic trails, national historical trails, national recreation trails (including national water trails), and wild and scenic rivers. Unfortunately, state-administered 2(a)ii rivers are not eligible at this time. Eligible

project submissions must connect directly to NPS and are encouraged to involve and engage partners.

### Eligibility

All Applicants must be one of the following:

- NPS administered national scenic or national historic trails.
- Wild and scenic rivers that are affiliated with the NPS, including wild and scenic rivers in park units or partnership wild and scenic rivers.
- National recreation trails (including water trails) that are within the boundaries of, pass through, or connect to NPS managed or administered areas.
- Non-NPS administered national scenic or national historic trails that are proposing work or products within or for NPS-managed or administered areas – for example, the Pacific Crest National Scenic Trail conducting trail assessments inside of Yosemite National Park.
- Partners of the National Park Service or of an official system managed and administered by the National Park Service, including nonprofit and governmental entities. Nonprofits must be a designated 501c(3) charity or be fiscally sponsored by one.

### Grant Program Details

- We anticipate awarding a minimum of \$500,000 based on availability of resources.
- Grant requests may not exceed \$50,000 (with possible exceptions).
- Matching capital and in-kind project funding is encouraged, but not required.
- Multiple submissions per river or trail are acceptable.
- Grants will not be offered for multi-year funding.
- Requests for renewal funding are welcome, if accompanied by compelling evidence that clearly demonstrates how additional support will build upon prior funding for enhanced project success.
- All applications require a letter of support from NPS Superintendent(s) or River Manager. National Scenic or Historic Trail proposals may also require a letter of support from the respective federal national trail administrator.

### Project Themes

All projects should fall within one or more of the following broad categories:

1. **Collaborative Conservation**
  - Corridor connectivity – including addressing parcel fragmentation and habitat connectivity, riverside land protection, collaborating with stakeholders to work towards a cohesive landscape.
  - Land protection, conservation, and stewardship – including land acquisition, easement acquisition, land protection planning, GIS/mapping for parcel analysis.
2. **Resilient Ecosystem Health & Stewardship**
  - Natural resources conservation and restoration - including research, implementation, monitoring.

- Climate change adaptation and mitigation - including research and resilient infrastructure.
- 3. Enhanced Visitor Experience**
  - Public access improvements and information (physical and digital)
  - Trail and River Safety and Training
  - Infrastructure improvements
  - Wayfinding and signage
- 4. Futureproofed Rivers & Trails**
  - River, Trail, or Park planning and development in such areas as recreation, visitor use management, monitoring, interpretation, or other plans that foster sustainable and resilient rivers and trails.

If you have a priority project that needs funding that does not fall neatly into any of the above themes, nor into the NPF programs below, please join us for our RFP informational calls or send us an email to discuss your project's eligibility.

For funding opportunities focusing on the following themes, please reach out to [kfinck@nationalparks.org](mailto:kfinck@nationalparks.org) about other NPF RFP opportunities and programs:

- Capacity-building for partners
- Youth education
- Adaptive equipment for outdoor recreation
- Accessibility Trainings
- Inclusive Storytelling
- Service Corps

### Selection Criteria

While NPF understands and respects that rivers, trails, and parks have a broad diversity of project opportunities and needs, this round of funding will be prioritized for rivers, trails, and parks projects that most strongly meet the criteria below:

- **Overall Value:** Project significantly improves or enhances river, trail, or park site and visitor experience. It features one or more of the priority themes and the Director's goals to advance the current needs of NPS. The scope of work is appropriate and feasible.
- **Contributing Resources:** Project demonstrates a high likelihood of success, as indicated by sufficient staffing capacity, NPS buy-in, support from partnerships, matching funds, or in-kind match to amplify project proposal.
- **Budget:** The project includes a budget which clearly, accurately, and appropriately reflects the needs of the project with identified expense categories and realistic cost estimates to execute the project within the timeframe identified.

- **Inclusion & Audience:** Project addresses representation and supports a broad and inclusive narrative that everyone belongs in the outdoors through its demonstrated commitment to engaging diverse communities.
- **Project Impact:** Project clearly results in improvements to resources or identifies a plan to measure success, capture data and demonstrate the improvement of sites or programs in the short and long term.
- **Creativity/Innovation:** Project demonstrates forward thinking and creative solutions to pressing needs and challenges.

### **Budget**

The application should include a budget which clearly and accurately reflects the project's needs with identified expense categories and realistic cost estimates to execute the project within the timeframe identified. Indirect costs (IDC) should not exceed 10% of the total grant request, with some exceptions. Please do not include NPS staff time or other federal employee time in your budget.

Please provide a budget that clearly outlines your expense categories, and any secured matching funds and total all revenues and expenses.

If selected to receive grant funding, payment will be sent via ACH, although mailed checks are available upon request. Grants are generally awarded and paid to the applying organization. NPF regularly sends grant funds to NPS and can work directly with grantee on appropriate method of payment.

### **Reporting**

An annual report will be required to be submitted in NPF's grants portal, Fluxx, by every October 31 until the funds are expended. Intermittent check-ins during the course of the project are also to be expected. Project partners will be encouraged to submit project media and stories.

### **Timeline**

Application Opens:	June 3, 2024
RFP Informational Calls:	June 13, 2024 at 11:00 AM ET June 18, 2024 at 3:00 PM ET
Application Closes:	July 15, 2024 at 11:59 PM ET
Internal Application Review Process:	July 16 – August 5, 2024
Notification of award selection:	Mid-August 2024
Grant agreement and payment processing:	Mid-August - September 30, 2024
Grant reports due:	October 31, 2025
Period of Performance:	September 2024 till funds fully expended

### **Optional Informational Calls:**

Two optional informational calls to discuss this RFP and the proposal process are scheduled for June 13, 2024 at 11:00 AM ET and June 18, 2024 at 3:00 PM ET. All parties interested in submitting a proposal are welcome to attend the call, but participation is not required to submit a proposal. Recordings of the informational sessions will be made available for those who cannot attend the live session. If you cannot participate via computer, please email [kfinck@nationalparks.org](mailto:kfinck@nationalparks.org) to request a call-in phone number.

**June 13, 2024 at 11:00 AM ET**

[Zoom Link](#)

**June 18, 2024 at 3:00 PM ET**

[Zoom Link](#)

### **Application Deadline**

Applications are due on NPF's [Fluxx grants portal](#) by Monday, July 15 (11:59 PM ET). Applicants are encouraged to start their application in Fluxx well before the deadline. Fluxx does not auto-save and NPF encourages applicants to save progress frequently.

### **How to Apply**

Please read this RFP carefully before applying to ensure that your organization and project meets the eligibility criteria. We also recommend reviewing the application questions in Appendix A prior to applying online. To apply, log into the [Fluxx grants portal](#) and select "Enhancing and Protecting America's Rivers and Trails RFP."

### **Appendices**

Appendix A: Online Application Questions

Appendix B: Fluxx Cheat Sheet

## Appendix A

### Fluxx Application Questions (FOR REFERENCE ONLY)

Please note: This form does NOT autosave. Please click the [Save] button to ensure your data will not be lost. Once you have saved and completed your application, click the [Submit] button to send your application to the National Park Foundation. You will receive a confirmation email upon successful submission.

Contact [applications@nationalparks.org](mailto:applications@nationalparks.org) with any questions about this application.

#### Organization Information

- Organization:
- Primary Grant Contact:  
*Primary Grant Contact is the person primarily responsible for receiving updates and managing reporting on this project.*
- Primary Grant Signatory:  
*Primary Signatory is the name of the person who will be signing the Grant Agreement. This is typically the NPS superintendent or river manager, partner organization's Executive Director, or comparable leadership position.*

#### National Park Affiliation

- Name of National Trail or Wild and Scenic River
- Affiliated National Park Service site if NOT a National Trail or Wild and Scenic River

#### Program/Project Information

- Amount Requested:
- Project Title:
- Project Abstract: Please provide a 3-5 sentence description of your project here.
- Program/Project Description: Please provide a description of your project in 2-5 paragraphs.
- Program/Project Timeline: Please provide the months of project start, finish, major milestones, and notable dates throughout the project. Please estimate specific dates for key project components. Please provide at least month-level detail (i.e. "June" instead of "Summer").
- Program/Project Partners: list all partners involved in the project and their role
- Who will be the main project lead responsible for the project implementation?

### Additional Program/Project Questions

- Is this a new or existing program/project?
- Describe your organization's ability to implement this project/program. What organizational strengths or resources do you have that will help leverage this project/program?
- Is project/program a priority for the NPS, Department of Interior, National Wild and Scenic Rivers System, National Trails System, or river/trail existing plans? Please explain.
- Who will directly benefit from the project/program if it is funded? (i.e. specific federal agencies, communities, landowners, number of visitors annually, number of volunteers engaged, number of school children who will participate, etc.)
- How do you plan to track success and evaluate impacts?

### Project/Program Theme(s) (Choose one or multiple that applies to the project)

- Collaborative Conservation
- Resilience, Ecosystem Health & Stewardship
- Enhanced Visitor Experience
- Futureproofed Rivers & Trails

### Grant Request

- Expected project start date:
- Expected project end date:

### Superintendent Certification

- Name of Superintendent/Site Manager of NPS Unit or River Manager
- Title:

### Document Upload

Please upload the following required application documents here:

- Letters of Support from Affiliated NPS Superintendent/Site Manager or River Manager  
*Please upload Letter of Support from Affiliated NPS Superintendent or River Manager.*
- Project Budget

*Please upload a project budget as an attached document, including itemized estimated expenses as well as anticipated or in-hand revenue (including matching or in-kind support). The budget should clearly show the proposed NPF grant and expenses to be covered by the grant. If this grant award is part of a much larger project funded with additional funds, please indicate the overall project cost.*



## APPENDIX B FLUXX Cheat Sheet

### Logging into Fluxx

For optimal functionality, it is recommended to use the Chrome browser. To install Chrome, visit:

<https://www.google.com/chrome/>

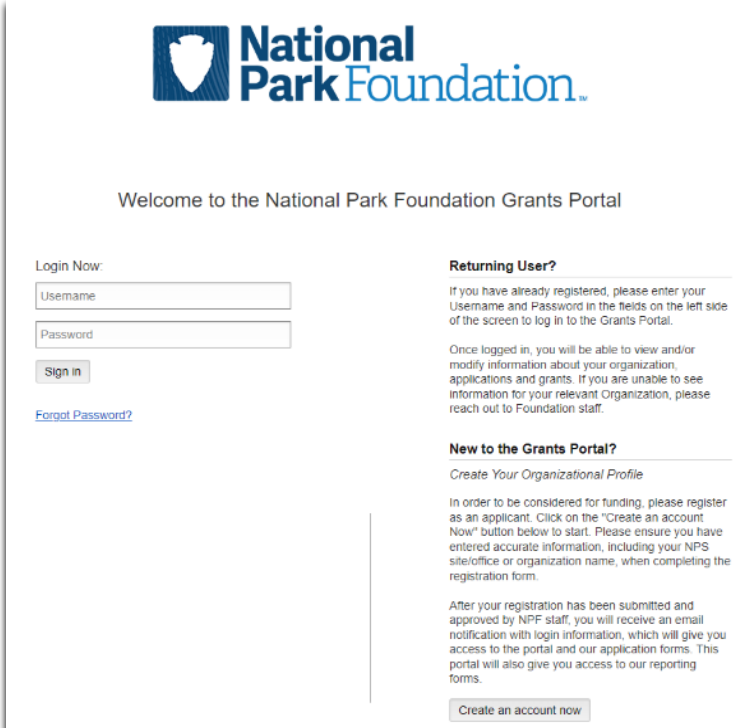
If you have any questions throughout the process, please reach out to the Grants Administration team at [applications@nationalparks.org](mailto:applications@nationalparks.org).

### New Users

If you have not accessed the system before, please register your profile at <https://nationalparks.fluxx.io/>. We ask that you DO NOT share profiles within your organization; all individuals accessing the portal should have a unique login. Once you have submitted your registration, please allow up to 2 business days for processing, at which point you will be invited to the system with an automated email sent to the email address indicated in the registration.

### Existing Users

- ✓ Navigate to the National Park Foundation Fluxx portal by visiting <https://nationalparks.fluxx.io/>
- ✓ Enter your user ID (email address you used during registration) and password (case sensitive)
  - Typically, your ID is your primary email address
  - The password is case sensitive



The screenshot shows the login page for the National Park Foundation Grants Portal. At the top left is the National Park Foundation logo. Below it, the text reads "Welcome to the National Park Foundation Grants Portal". On the left side, there is a "Login Now" section with two input fields: "Username" and "Password", followed by a "Sign in" button and a "Forgot Password?" link. On the right side, there are two sections: "Returning User?" and "New to the Grants Portal?". The "Returning User?" section contains instructions for existing users and a "Sign in" button. The "New to the Grants Portal?" section contains instructions for new users and a "Create an account now" button.

### How to Reset Password

- ✓ Click on the "Forgot Password?" link on the left side of the login page
- ✓ Enter the email associated with your Fluxx account and click "Submit"
- ✓ Allow a few minutes to receive a reset email and follow the instructions provided
- ✓ If you do not receive a reset email, check your spam/junk folder. If you still haven't received a reset email, please reach out to the Grant Administration team at [applications@nationalparks.org](mailto:applications@nationalparks.org)

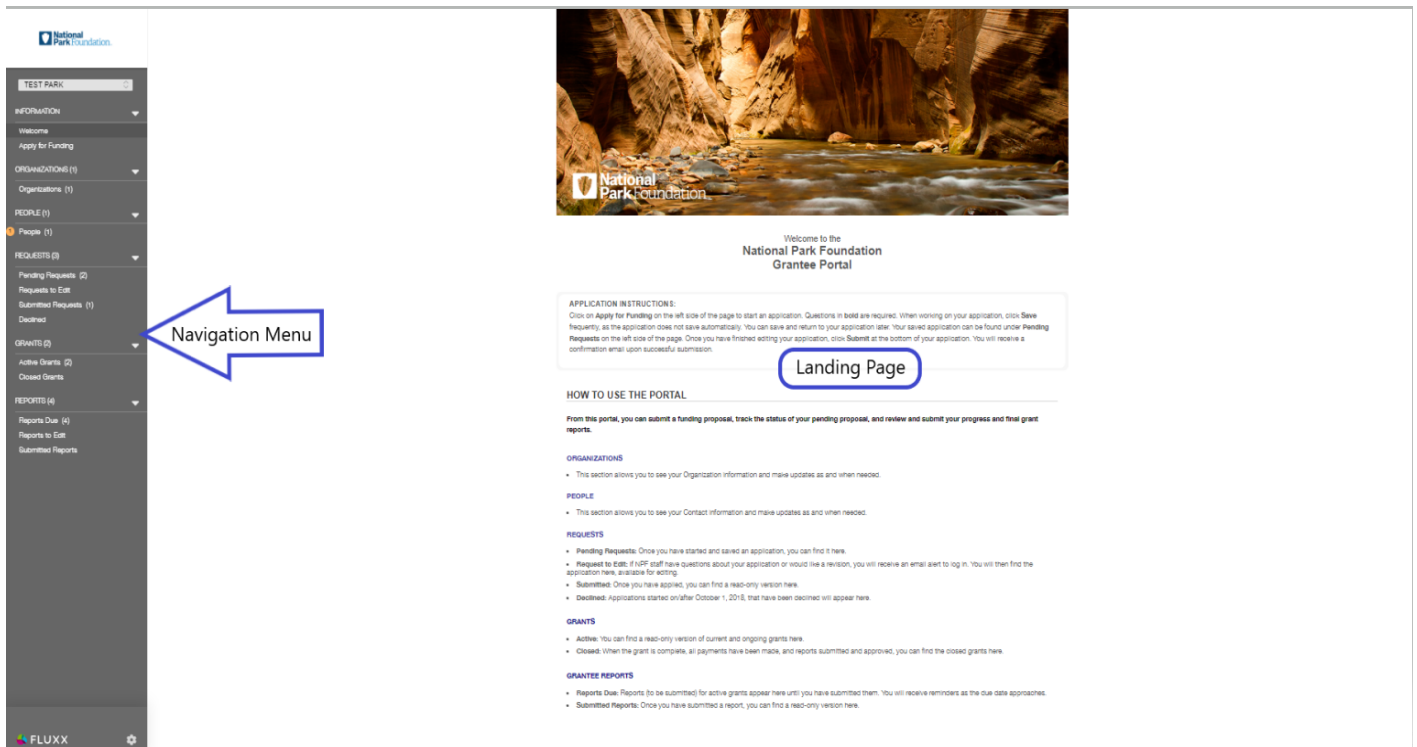


# Navigating the Grantee Portal

The NPF grantee portal is where you will submit applications, check the status of applications and subsequent grants, submit reports and update your personal and organizational profiles.

## Landing Page

The main landing page has two main sections: the navigation menu on the left and the general information section.



## Navigation Menu



1. **Affiliated Organization** - Your organization is listed here. If your email is associated with more than one organization, you can change organizations here.
2. **Information** – Click on Welcome at any time to get back to this main page
3. **Apply for Funding** – NPF’s open applications are linked here. You can also reference closed applications and grantee resources. Please read the application descriptions carefully before starting to ensure you are completing the right form.
4. **Organizations** – Go here to view and update/request updates to your organizational information
5. **People** – Go here to update your contact information.
6. **Requests** – All grant applications are found here, whether still in draft or in review.
  - o Pending requests – Unsubmitted draft applications that you are working on. They will remain here until you submit them to NPF.
  - o Requests to Edit – If NPF staff have questions or require additional information on your submitted request, they will send the application back to you and you will find them here. You will also receive an email alert.
  - o Submitted Requests – All requests that are being considered for funding are located here.
7. **Grants** – Active and closed grant applications are found here
8. **Reports** – This section displays information on upcoming reports due, previous reports submitted, and reports for which NPF has requested additional information. You will receive an email alert requesting additional information.
9. **Gear Icon** – Clicking on this icon will allow you to change your password and logout