



Memo

To: Land, Recreation, and Transportation Resource Managers
From: Keegan Tierney, VYCC Operations Manager
Date: 11/11/2011
Re: Work Projects Wanted

The Vermont Youth Conservation Corps (VYCC) is currently seeking projects for the 2012 field season. We anticipate receiving funding from the Federal Highway Administration through the Vermont Agency of Transportation which will allow us to complete high-priority projects that match at least one of the transportation enhancement activities listed on the next page of this memo. If your project is eligible and selected, you may receive the following:

- One fully-funded VYCC crew of up to ten crew members and two adult leaders
- Reimbursement for some or all materials used on your work project
- High-quality, long-lasting improvements to your community resource

If you are interested in making improvements to paths, trails, and other community resources, do not delay; we anticipate having a limited number of crew weeks available. The first deadline for transportation enhancement projects for the 2012 season is December 16th, 2011.

Attached you will find more information about working with the VYCC and a project proposal form. If you have any questions, please don't hesitate to contact me.

We look forward to speaking with you about your project or seeing your project proposal!

Sincerely,

A handwritten signature in blue ink, appearing to read 'Keegan Tierney', is written over a light blue horizontal line.

Keegan Tierney
Operations Director
802-434-3969 ext. 141
keegan.tierney@vycc.org

P.S. For projects which do not meet the eligibility requirements for this particular program, the VYCC also offers a cost-share option. Please call to find out more.

The 12 Transportation Enhancement Activities

- 1) *Pedestrian and bicycle facilities* – New or reconstructed sidewalks, walkways or curb ramps; bike lane striping, wide paved shoulders, bike parking and bus racks; off-road trails; bike and pedestrian bridges and underpasses.
- 2) *Pedestrian and bicycle safety and education activities* – A new activity under TEA-21, generally expected to include programs designed to encourage walking and bicycling.
- 3) *Acquisition of scenic or historic easements and sites* – Acquisition of scenic land easements, vistas and landscapes; purchase of buildings in historic districts or historic properties; preservation of farmland.
- 4) *Scenic or historic highway programs including tourist and welcome centers* – Construction of turnouts and overlooks; visitor centers and viewing areas; designation signs and markers or corridor research and planning.
- 5) *Landscaping and scenic beautification* – Improvements such as street furniture, lighting, public art and landscaping along streets, historic highways, trails and interstate, waterfronts and gateways.
- 6) *Historic preservation* – Preservation of buildings and facades in historic districts; restoration and reuse of historic buildings for transportation-related purposes; access improvements to historic sites and buildings.
- 7) *Rehabilitation and operation of historic transportation buildings, structures or facilities* – Restoration of railroad depots, bus stations and lighthouses; rehabilitation of rail trestles, tunnels and bridges.
- 8) *Conversion of abandoned railway corridors to trails* – Acquiring railroad rights-of-way; planning, designing and constructing multi use trails; developing rail-with-trail projects; purchasing unused railroad property for reuse.
- 9) *Control and removal of outdoor advertising* – Billboard inventories or removal of illegal and nonconforming billboards; compensation to sign owners; developing guidelines for outdoor signs.
- 10) *Archaeological planning & research* – Site acquisition; research, preservation and interpretation; Developing interpretive signs, exhibits and guides; inventories and surveys.
- 11) *Environmental mitigation of runoff pollution and provision of wildlife undercrossings* – Wetlands acquisition and restoration; detention and sediment basins; river clean-ups.
- 12) *Establishment of transportation museums* – A new activity under TEA-21, expected to include the conversion of railroad stations or historic properties to museums with transportation themes.

**Work Project Sponsor
Information**



Building Trails



Building Bridges



Building Leaders



**VERMONT
YOUTH
CONSERVATION
CORPS**

Need a VYCC Crew for Your Project?

The Vermont Youth Conservation Corps (VYCC) is again seeking high-priority conservation projects for our crews. We are looking ahead to the 2012 and 2013 field season, and anticipate having over 150 weeks of crew time each year.

The Vermont Youth Conservation Corps is a non-profit, statewide youth service organization, which unites Vermont's human and natural resources. Under experienced adult leadership, small teams of youth, ages sixteen through twenty-four, undertake priority conservation projects such as watershed restoration, trail maintenance, historic preservation, and parks management. All projects are designed to provide environmental education opportunities while teaching vital work skills including teamwork, leadership, self-reliance, and personal responsibility.



The VYCC provides work crews on a weekly or monthly basis to towns, agencies, or organizations in need of short-term crew services. Crews must work on public lands (including private lands with public easements), waters, or buildings. Projects must have a long-term impact, provide educational potential, and/or be high priority. The sponsor will provide a funding match to support a portion of the crew costs for the project based on the length of the program (see back for Cost Share Opportunities). Contact us to discuss your project idea.



Under the guidance of experienced adult leadership, Corps Members learn the technical work skills needed to successfully complete projects.

The VYCC Provides:

1. One or more crews of up to 10 people
2. Excellent supervision of the crew by adult leaders and trained VYCC staff
3. All transportation, fuel, and vehicle insurance
4. Workers' compensation and liability insurance
5. All basic trail tools
6. Quality work
7. Administration and management of the crew - recruitment/hiring, monitoring, training, payroll, etc.
8. Basic job skills training and environmental education
9. Rigorous educational component (daily reading, writing, and discussion program)

You Provide:

1. Specialized tools
2. Additional technical expertise as necessary
3. Materials and project supplies
4. Overall guidance of work projects (one visit per week)
5. Funding match dependent on project type

Past Project Sponsors



VYCC Projects Past and Future



VYCC crews have constructed a 4-5 foot high elevated switchback trail that meets ADA standards for accessibility as part of the Thundering Falls reroute of the Appalachian Trail.

Potential Projects:

- Trail construction and maintenance
- Streambank stabilization - replanting, reinforcement
- Erosion control - including culvert installation
- Reforestation
- Timber stand improvement
- Shelter construction - Adirondack style shelters, lean-tos
- Boundary marking
- Historic restoration - buildings and grounds
- Landscaping – tree planting, mulching, installing perennial and annual gardens
- Fence construction
- Bridge construction - eight feet to 50 feet long, also up to 200-foot wetland walkways
- Wildlife habitat enhancements - tree release, bird/bat box installment, etc.
- Campsite construction
- Disaster relief
- Carpentry - bridges, boardwalks, terraces, benches, kiosks, picnic tables, etc.
- Rock tread and raised rock walkways
- Invasive species removal
- Park and campground management

Since 1985 the Vermont Youth Conservation Corps has completed almost one million hours of conservation work worth more than three million dollars to enhance Vermont's natural and cultural resources. Communities and non-profit organizations have sponsored VYCC crews to improve local resources for the citizens of cities and towns. VYCC crews have also constructed and improved many miles of trails and completed hundreds of hours of enhancements on state and federal lands. Through these hours of service, the VYCC has developed a broad base of knowledge and expertise in conservation.

A Sample of Major Projects Completed:

Brattleboro Community Trails, Brattleboro - Worked with the Windham Foundation and Retreat Healthcare to build bridges, install signage, close trails, and use GPS technology to help map trails in order to make a trail network that is accessible, navigable, and safe for all trail users.

Burlington Recreation Path, Burlington – Landscaped Perkins Pier and Gateway to Burlington, performed general trail reinforcement and maintenance, planted 38 trees.

Hurricane Forest and Wildlife Refuge Park, Hartford - Developed a recreational park for picnicking, hiking and skiing complete with multiple trail loops, five footbridges, six benches, seven picnic tables at three pads, directional and trail-head signs; performed restoration work on existing trails.

Thundering Falls reroute of the Appalachian Trail, Killington - Constructed a 3/4 mile reroute of the Appalachian Trail. In addition to trail structures such as stone staircases and switchbacks, this section includes one of the only certified handicap accessible sections of the AT.

Bill Ballard Trail, Norwich - Worked with community groups to conduct maintenance and complete improvements to approximately four miles of trail. Work included: eight bridges, trail resurfacing, 40 feet of turnpiking, and reroutes.



The VYCC has constructed a variety of bridges utilizing many different designs and materials, and we can also help you design a bridge for your project.

Cost Share Opportunities

The VYCC accomplishes its mission of teaching personal responsibility through the completion of important, educationally rich conservation projects. The VYCC receives funding from federal, state, and local governments or organizations and through a variety of fundraising efforts by our Development staff. These grants and gifts help to cover a portion of the operating costs of our crews. Project sponsor's contributions to a project typically range from \$5,800 - \$7,000 per week depending on the type of crew. Often the VYCC will partner with project sponsors to apply for a variety of grants which can cover these costs.

VTrans Transportation Enhancement Projects - The VYCC partners with the Vermont Agency of Transportation (VTrans) to complete transportation enhancement projects throughout the state. The focus of these projects should be to encourage diverse modes of travel, foster local economic development, and bring direct benefits to communities from transportation spending. Project Sponsors with work projects which meet specific transportation enhancement criteria may receive completely funded VYCC crew time to complete their projects. Your project will be reviewed by the VYCC and VTrans to determine final eligibility.

Vermont Recreation Trails Grants - Vermont's Recreation Trails Grant Program (RTP) is administered by the Department of Forests, Parks & Recreation (FPR) in cooperation with the Vermont Agency of Transportation and the Federal Highway Administration with advice from the Vermont Trails & Greenways Council. Project sponsors are encouraged to use qualified youth conservation or service corps. Funds are available to municipal entities and non-profit organizations for the construction of new trails on state, municipal, and/or private lands; restoration of areas damaged by use of trails; maintenance on existing trails; development and rehabilitation of trailside and trailhead facilities; and for features which facilitate access to and use of trails by persons with disabilities.

Vermont Watershed Grants - The VYCC works in partnership with the Vermont Department of Environmental Conservation to field crews that complete projects that halt erosion, reduce sedimentation, and improve Vermont's rivers and streams.

Other Grants Available - The VYCC partners with a variety of other foundations and agencies to make funding sources available to help cover the costs of hiring a VYCC crew to complete your project. Please call Keegan Tierney at 802-434-3969 x141 to discuss if your project may fit the criteria for one of these other funding sources, or if you are including the VYCC as a partner in any grant applications.



VYCC crews have assisted with the construction of the Statehouse Path in Montpelier

Frequently Asked Questions

How do I determine how long it will take to complete my project?

A VYCC staff person can schedule a field visit to see your project and to discuss details with you. We will help you determine how long your project would take to complete based on the location and nature of the project.

What if I need help with the design of my project?

If you have an idea in mind but need design feedback or technical assistance, we can help. Additional services we can provide include (but are not limited to): trail and structure design, project cost analysis and materials lists, mapping, boundary location, and much more! Call Keegan Tierney at 802-434-3969 x141 for additional information about VYCC consulting services.

Contact Information

Organization: _____

Application Contact: _____ Title: _____

Telephone: _____ Fax: _____ Email: _____

Address: _____

Project Manager: _____ Title: _____

Telephone: _____ Fax: _____ Email: _____

Project Information

Project Title: _____

Project Address (Area, Park, Town, County): _____

Project Location (Area, Site, etc): _____

Latitude/Longitude of Project Site: _____ Maps Included? Yes No

- Land ownership:
- Public Land
 - Private Land
 - Private Land with Public Easement
 - Private Land with Permission (Please provide additional information.)

Purpose or Reason for Project, including the value to your community:

- Project Significance: (Please check all that apply.)
- Long-term impact
 - High Priority
 - Educational
 - Historic
 - Conservation
 - Community Development

Description of Project (Please be as detailed as possible, including additional sheets or related documents if needed):

Estimated Crew Time needed, in weeks: _____

Is this a multi-year project? Yes No

If yes, please explain ideal timeline. _____

Season Best Suited for Project: Spring Summer Fall Winter Flexible

Dates Preferred (Month, Year): _____

(Note: The sponsoring agency is responsible for providing materials. Assistance for material costs may be available through the VTrans/VYCC Transportation Enhancement Grant if your project is eligible. Please contact the VYCC if interested.)

Materials Needed to Complete Project:

Total materials budget available from your organization: \$ _____

Can you complete the project without support for purchase of materials? Yes No

Materials budget request: \$ _____

Please list all tools required to complete project. *(The VYCC will provide basic hand tools, and some power tools, but the sponsoring agency must provide further specialty tools.)*

Will you be able to provide all specialty equipment needed? Yes No

Can you provide on-site camping at the project site? Yes No

What is the nearest public campground to your project? _____

Project Funding

Do you have funding to support this project and VYCC crew costs? Yes No

Have you applied for, or are you interested in, any other funding sources to complete this project? Yes No

Name of Other Funding Source *(if not listed below)* _____

Vermont Recreation Trails Grants

Vermont Watershed Grant

VTrans/VYCC Transportation Enhancement Projects Grants

To find out if your project qualifies as one of the 12 "Transportation Enhancement" activities, please visit our Project website at <http://www.vycc.org/projects/hirecrew/paycrew.html>. If your project does qualify, please elaborate.

Additional Project Information: *(Please attach additional sheets if necessary.)*

Describe the role your project manager will play to ensure the project is well organized.

Describe any technical support staff you will need or can provide. *(Please specify agency or organization.)*

Explain how you will maintain the project after completion by the VYCC.

Permits and Environmental Clearances: While the VYCC can assist you in identifying permitting needs, it is your responsibility as the sponsoring agency to ensure the proper permitting has been completed before the crew starts. Please use additional sheets to provide more information for any of the below questions to which you answer “yes”. *(Thorough responses will expedite the review process.)*

Historic Preservation

➤ Does your project involve any rehabilitation, demolition, removal, or use of a building which is more than 50 years old? Yes No

➤ Does your project involve any excavation within a floodplain or within 200 feet of a river or stream? Yes No

(Please use additional sheets to describe proposed width, length, ground disturbance, depth of excavation, and intended use of any proposed bridge construction.)

➤ Are there any foundations, mill ruins, historic roads, or other historic features or sites within the project area?
Yes No

Wetlands

➤ Does the proposed project involve the filling of wetlands such as driving posts into a wetland to construct a boardwalk? Yes No

➤ Does the proposed project involve the construction of any structures that will alter the flow of water into or out of a wetland, other than those allowed by the Vermont Wetland Rules (catwalks, footbridges, observation decks, docks and similar structures)? Yes No

Location, Maps and Designs

Please enclose five copies of **maps** which are clearly labeled with the project name that include the following:

General location indicating surrounding county or region, major roads, significant natural features, and all waterways. This map should be sufficient for a person to locate the project, trail or access point by car and should also clearly illustrate the proposed project.

Specific location map which shows finer detail of the proposed project including (at least) any private land for which permission to access may be required, trailhead or parking area, potential bridge crossings, boardwalks or culverts, wetlands or other natural features, etc. This map should be sufficient for someone to generally walk the proposed project.

Please include any **designs or plans** that you expect to be followed during construction.