



## Recreation/ Trail Proposal Request Form

Coillte receive many trail and other recreation proposals from external bodies (local authorities, community groups, others). As part of our screening process for trail development projects, we require **a completed proposal request form and a clear map of the project (OSI 1:50,000)**. There **must** be an **active project development group** who will be responsible for the development, completion and upkeep of the proposal. This form can be used for a proposed trail development or for any other recreational proposal. Email it when complete to [recreation@coillte.ie](mailto:recreation@coillte.ie).

### Proposal Details:

**Name of proposed development:**

**Forest Name:**

Where trail is being proposed. Describe the area where the development is proposed, its landscape, land use and infrastructure. Is the proposal protected or designated lands (check on [www.npws.ie](http://www.npws.ie) ). Please attached map of location!

**General description of the proposed trail development:**

Give an overview of the project: Its purpose and objectives, background, development history and future plans.

**Demand for Trail:**

What evidence is there that this kind of trail development is needed in this area? What other trails are already in the area?

**Sustainability:**

Indicate how the trail project will have long term potential and sustainability.

**Safety Considerations:**

List any potential safety issues on the site and proposed solutions to the problems.  
*E.g. Access to site, busy roads, parking, dangerous river crossings/flood areas, exposed cliffs, old buildings, tidal areas etc.*

<u>Safety Issue</u>	<u>Location</u>	<u>Proposed Solution</u>

**What type of users is the trail being developed for?**

- a. Reduced mobility/ disabled users
- b. Family groups
- c. Casual users/ novice users
- d. Enthusiasts
- e. Experienced users

**Trail Features:**

List the features and characteristics on the trail (e.g. scenery, physical features, heritage sites etc.)

<u>Location</u>	<u>Feature</u>

**Trailhead location:** (start of trail, map board/information board)

Outline the location, availability of car parking, services (shops, cafés, toilets etc.) and other reasons for the choice.

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**Accompanying Documents:** (please tick relevant box to indicate these items are included in proposal)

Map (preferably 1:50,000), showing the proposed trail, or general location if a specific route has not been identified.

Other (Photos)

**Applicant Details:**

**Contact person for project:**

<b>Name:</b>	
<b>Address:</b>	
<b>Tel:</b>	
<b>Mobile:</b>	
<b>E-mail:</b>	

## Project Organisation

Who will take the lead role and responsibility for delivery and ongoing maintenance of the proposed trail?

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List the organisation's members and their roles.

<u>Name</u>	<u>Role</u>

### **Trail Management and Maintenance (Post Development)**

Trails require on-going management and maintenance. If there are no clear resources in place for this, the proposal will not be advanced. Give details of:

**Responsible Body & Details:** Who will be responsible for overall management of the trail?

**Maintenance & Inspection Plan:** How will regular maintenance and inspection of the trail be organised?

**Funding Plan:** How will management and maintenance be funded over time?

### **Management & Maintenance**

The trail proposer will be responsible for all aspects of the project. Remember that a trail requires sometimes significant levels of on-going management, maintenance and funding after

it is completed. This work and commitment should not be underestimated, and the proposer should only go ahead with the trail development if they are fully committed to the long-term resources required for the proposal.

*Please sign and date:*

<b>Name:</b>	<b>Dated:</b>
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**Internal Use Only**

**Required items:**

ERA- Environmental Risk Assessment <input type="checkbox"/> Site Visit-Walk over <input type="checkbox"/> NPWS agreement <input type="checkbox"/>	License (if required) <input type="checkbox"/> Memorandum of Understanding- MOU <input type="checkbox"/>
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**Sign Off: (ready for stage two)**

*Signed and dated by BAU Staff*

<b>Name:</b>	<b>Dated:</b>
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*Signed and dated by Recreation Team*

<b>Name:</b>	<b>Dated:</b>
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