



# United States Department of the Interior



NATIONAL PARK SERVICE  
Pacific West Region  
909 First Avenue, Fifth Floor  
Seattle, Washington 98104-1060

IN REPLY REFER TO:

October 29, 2008

Jon Rose  
North Kitsap Trails Association  
19245 Tenth Avenue NE  
Poulsbo, WA 98370

Dear Mr. Rose:

The National Park Service (NPS) is pleased to announce an award of technical planning assistance to the North Kitsap Trails Association. Our assistance will focus on guiding development of a concept plan for the North Kitsap Trails 'String of Pearls.' Assistance from the Rivers, Trails, and Conservation Assistance (RTCA) program will be provided during the 2009 federal fiscal year, which ends September 30<sup>th</sup>, 2009. The extent of our assistance is dependent on an Interior Department budget bill for federal FY '09 eventually being passed and signed by the President that provides funding for the RTCA program at a level at least equal to that of federal FY '08.

I am pleased to assign Sue Abbott, a Community Planner, to manage your project. You can reach Sue at 206.220.4116 and [sue\\_abbott@nps.gov](mailto:sue_abbott@nps.gov). Each RTCA staff member manages several projects concurrently throughout the year. In striving to meet the collective needs of all our partners, we will be as flexible as possible in meeting your own project needs. Sue will contact you soon to discuss your project and the timing for start-up meetings.

We consider our working relationship to be a partnership in which we work with you, not for you (as a consultant might). NPS technical assistance is represented by the time and resources staff invests in each project. We encourage you and your partners to use the value of our technical assistance to leverage additional project resources and as a match for non-federal grants.

### Award Requirements

In return for NPS technical assistance, we ask the following of you and your project partners during our work together:

- Jointly participate in the development of an annual work plan that identifies specific roles and tasks for project partners, public involvement, and RTCA assistance;
- Commit significant time and resources (financial, in-kind, overhead, etc.), along with other project partners, to match our assistance;

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- Acknowledge and credit NPS assistance in press releases, promotional materials, trailhead and welcoming signage, maps, and publications such as newsletters, surveys, brochures, and final planning documents;
- Provide copies of print and media news to RTCA staff;
- Provide 20-40 copies of the final planning document and/or other project products;
- Complete a Project Close-Out Report at the end of NPS assistance (attached).

### Continued Assistance

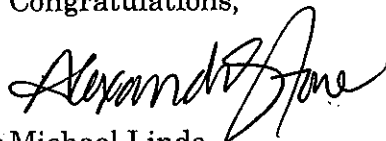
RTCA recognizes that broad-based, community-driven planning projects that involve significant public outreach take time. If your project goals and outcomes are not realized this fiscal year, you may request a second year of NPS assistance by submitting an 'Application for Continued Assistance' by August 1, 2009 (attached). RTCA does not typically provide assistance beyond two years.

### Measuring Success

Each year, on average, our partners across the country create over 1,400 miles of trails, conserve more than 63,000 acres of open space, and protect more than 700 miles of rivers. Congress measures our program's success by looking at the tangible, on-the-ground results (miles and acres) our partners have achieved 5 years after we complete our technical assistance. Keeping an on-going record of your project successes will help all of us report good results, especially as there are often changes in staff over time.

We look forward to a successful year of collaboration with you and your project partners. Please feel free to contact me anytime at (206) 220-4113 to discuss any issues or concerns you might have regarding NPS assistance.

Congratulations,

  
for Michael Linde  
Leader, Partnership Programs

Attachments (2)

cc:

U.S. Senator Maria Cantwell  
U.S. Representative Norm Dicks  
U.S. Representative Jay Inslee  
WA State Senator Phil Rockefeller  
WA State Representative Sherry Appleton  
WA State Representative Christine Rolfes  
Commissioner Steve Bauer, Kitsap County  
Mayor Kathryn Quade, City of Poulsbo

Mayor Cary Bozeman, City of Bremerton  
Leonard Forsman, Tribal Chairman, The Suquamish Tribe  
Ronald Charles, Tribal Chairman, Port Gamble S'Klallam Tribe  
Michael Bookey, Port Manager, Port of Kingston  
Scott Bosch, President, Harrison Medical Center  
Don Larson, President, Kitsap Trees and Shoreline Association  
Dale Bourgeois, Olympic Chapter, Backcountry Horseman  
Gregg Epperson, Executive Director, Student Support Services, North Kitsap School  
District  
Kathleen Byrne-Barrantes, Executive Director, Liberty Bay Foundation  
Sue Abbott, NPS Rivers, Trails and Conservation Assistance