



Segment Steward Handbook

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Handbook for Arizona Trail Segment Stewards

(Copies of this handbook and recent updates are available at www.aztrail.org)

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Handbook for Arizona Trail Segment Stewards

“The Arizona Trail Association's mission is to build, maintain, promote, protect and sustain the Arizona Trail as a unique encounter with the land.”

Purpose

This handbook has been prepared as a guide and a tool to assist those persons who have agreed to accept the position as Arizona Trail Segment Steward. It is the official reference document for prerequisites and training required by the Arizona Trail Association (ATA) for each Segment Steward. The loose-leaf format will facilitate changes, updates, deletions, and additions as well as a place to organize other related information each steward may find helpful. The most current version of this handbook is available at www.aztrail.org.

Background

1. The Arizona Trail (AZT) and National Scenic Trail (NST) System

The Arizona Trail is an 800+ mile pathway across the state of Arizona. Most of the trail is open only to non-motorized trail users. A brief history of the AZT, its description, passages, stewards, maps, GPS coordinates and other information can be found at the Arizona Trail Association's internet web-site: www.aztrail.org.

The Arizona Trail was designated a National Scenic Trail in March 2009. See Appendices V and VI for details of Public Laws 90-543 and 111-11. This designation provides a greater degree of protection in establishing and retaining the 800+ mile long trail as a national trail. National Scenic Trail status involves a greater responsibility and a more focused approach by the land management agencies and the ATA. The ATA and all of its volunteers are required to maintain and operate the AZT in a manner consistent with it being a premier attraction for a positive outdoor experience.

The National Trails System Act (P.L. 90-543) was signed into law in 1968. As of August, 2009 there are 11 National Scenic Trails and 19 National Historic Trails in the System. There are about 53,000 miles in the two classes of national trails through out our nation.

Each National Scenic and Historic Trail is administered by a federal agency, either the Department of the Interior or Department of Agriculture (DOA). The DOI includes the National Parks Service (NPS) and Bureau of Land Management (BLM). The DOA includes the National Forest Service. The National Forest Service is the administering federal entity responsible for the Arizona National Scenic Trail.

2. The Arizona Trail Association (ATA) and Its Passages, Segments, and Segment Stewards.

The Arizona Trail Association is a 501c(3) non-profit organization that was founded in 1994 to help build, maintain, and promote the Arizona Trail as a unique encounter with the land, to provide an outstanding recreational and educational resource, and to provide opportunities for citizens to become involved in the development, maintenance, use, and enjoyment of the trail. The ATA is primarily a volunteer group whose labor, membership, and donations help to protect and preserve the AZT and to accomplish the above tasks. The ATA works closely with various federal, state, and county land management agency partners as well as with businesses, individuals, and others to carry out its functions for the trail.

The ATA has divided the AZT / NST into 43 management units called Passages which have been further divided into Segments. Segments are varying lengths but ideally less than 10 miles in order to be manageable by a Segment Steward.

A Segment Steward is an individual or organization who or which has accepted maintenance responsibility for an AZT segment. The goal for each steward is to make that section of the AZT user friendly and passable. As a Segment Steward some of the most important functions include:

- a. Keep the trail and trailheads in top condition, well signed and groomed.
- b. Annually, or more often, physically assess the condition of the segment. See Appendix II and paragraph 1 under “Operations” below.
- c. Be always looking for, recruiting, training, mentoring, encouraging, and engaging other good people to be ATA members, Crew Leaders, and Segment Stewards.
- d. Know the trail segment, its trace, topography, flora and fauna, water sources, camp sites, access, historical and cultural features, and cautions.
- e.

Please see paragraph 1 under “Appendices” below for additional requirements for Segment Stewards.

3. Partners With The ATA.

The AZT traverses Arizona State Trust Land, Arizona State Parks, National Forests, National Parks, Bureau of Land Management (BLM) properties, County and City land, and a small portion of private lands. These land management agencies are all important partners with the ATA in the mutual efforts to build, maintain, and administer the AZT.

4. Partnership for the National Trails System (PNTS).

The Partnership for the National Trails System is a 501c(3) non-profit corporation organized in 1995 to further the protection, completion, and stewardship of the National Trails System. It is composed of non-profit trail organizations such as the ATA and federal agencies who manage public land. More information about the PNTS is available at <http://www.nationaltrailspartnership.org>.

Trail Steward Program

1. The Arizona Trail Segment Steward

The ATA, working in conjunction with its land managing partners, strives to keep the entire trail in good condition. The ATA actively uses volunteer Segment Stewards as the primary way to accomplish that task. The task consists of a range of duties and difficulties from clearing vegetation on and near the trail to rebuilding eroded sections. And for technical and difficult sections, experienced assistance is available. The length of an adopted section can be individually tailored to suit the steward. A few sections will require hiking or backpacking several miles to trail work areas.

In order to become a segment steward, volunteers should:

- a) contact, apply and work with a Regional Chief Steward (current Regional Chief Stewards are listed on the ATA Stewards web page);
- b) attend four Arizona Trail work events to gain on the job experience;
- c) attend an a ATA offered workshop, presented by experienced ATA personnel on planning, organizing, and conducting a successful and productive ATA work event;
- d) attend a Crew Leadership Training course offered annually by the ATA and / or its partner organizations;
- e) sign a Segment Steward Agreement Form

2. Other Important Trail Roles.

There are other positions and roles that are important to each segment steward. First, the Regional Chief Steward is your immediate “supervisor” and is the first source of help or information after you have exhausted your own resources. The regional chief steward is a formal position approved by the ATA Board of Directors who reports to the ATA Trail Director.

Second, as a segment steward on work events you may assign a person the role of “crew leader” to oversee the work of a small group of volunteers. Crew leaders are experienced and knowledgeable trail workers. Often, the segment steward also serves as a crew leader. All segment stewards, as a part of his or her position, are expected to complete crew leadership training.

A third important role is that of a “technical advisor (TA)” A TA is a person who is an expert in technical aspects of building and maintaining trails and their associated structures and facilities. Such persons have gained their expertise through either technical training or through experience. Segment stewards often rely on TA’s to assist with such specific problems that occur on the trail. These include such things as safety, trail design and lay-out, construction of extensive water control devices; switch-backs; retaining walls; trail head designs and signage; gates; and the safe operation and use of chain-saws, cross-cut saws, grip-hoists, and high-lines.

Finally, most land management agencies have professional employees who have direct responsibility for trails, often as a portion of a larger recreation responsibility.

For example, within the Forest Service, these people could be responsible for the trails within a Ranger District or a Region of a named forest. As a segment steward, this person is your primary point of contact with that land management agency.

3. Additional Training and Professional Development.

The Arizona Trail Association strongly encourages all who are associated with the ATA and the AZT to take advantage of professional development training when they are available. The ATA will seek to offer training courses at no cost or to subsidize such courses to reduce the course fee. Such courses include the VOC / OSI two day “Crew Leadership for Trails” course and its “Train-the-Trainer” course to become an instructor for this leadership course; the Wilderness Medicine Institute’s “Wilderness First Aid” course; the American Red Cross CPR course; and “certification” courses such courses offered by various land management agencies. Most land management agencies forbid volunteers from using potentially dangerous technical tools like chain saws unless an individual is trained and certified in use of a specific tool by that agency’s personnel and training courses. Their intent is to greatly restrict the use of these tools to situations that they supervise. Please know and abide by your land management agencies rules.

As a Segment Steward, you are encouraged to identify and urge good candidates to take the various courses needed and which you feel may be of assistance to maintain the AZT. Experience has shown that advanced training is a good tool to help reduce “trail burn-out”. For your reference, Appendix VII is a selected bibliography about trail construction and maintenance, first aid, and land navigation.

Operations

1. Assessment of Your Segment (See Appendix II).

To assess your segment of the AZT, ride or hike it at near six month intervals and, if possible, soon after major natural events such as wild-fires and flash-floods. During this assessment:

a. Look For and Note:

1) Vegetative encroachment into the trail corridor. Note its kind and severity. Can it be cleared with small saws and loppers or are there dead-fall which would require chain-saws or cross-cut saws to remove? Promptly report all dead-fall locations that you cannot clear to your land management agency contact. If possible, provide GPS coordinates to communicate the exact location.

2) Tread damage. Note where and the severities of erosion by water, wind, and use. Note the locations and degree of wash-outs of large and small drainage crossings. Note the locations and extent of tread creep, sloughing, and of developed berms along the outside / critical edge. Record the locations and extent of clogged water diversion structures.

3) Note sections of the trail which need future re-routing to improve long term sustainability and to lessen the maintenance effort.

4) Evidence of improper and / or illegal use of the trail. For example, is there evidence that motor driven vehicles have been on the trail? Have there been littering and other violations of the “leave-no-trace” principals of outdoor ethics? With the assistance of your Regional Steward, determine if, how, and to whom you will report this and how the condition will be corrected.

5) Enough signs and cairns visible to users coming from both directions on the trail. Do any signs need to be added, repaired, removed or replaced?

6) The condition of any gates and ATV barriers on your segment. Do they need to be repaired or replaced? Are the tops of the ATV barriers between 14 and 15 inches above the tread?

7) Take pictures and record GPS coordinates of the problem sites. Make notes of your estimates of the crew size, time, tools, and supplies needed to fix the problem. Check for the nearby availability of rocks, fill, etc. which can be used to fix the trail.

b. Trail Conditions: As a result of the assessment or other information received, request the ATA web master to post adverse or cautionary trail information on the ATA web page “Trail Conditions” section. The information on that page is critical to trail users because it advises them of trail conditions/situations that will encounter as they

traverse your segment. And notify the web master as this information changes (i.e. don't let outdated information remain on the web site).

2. Work Events. The volunteer work event is the most visible sign that the ATA is actually exercising its responsibilities to maintain the ANST. It is also one of the best ways to attract new volunteers and new members for ATA. ATA Trail Stewards have a responsibility to post their volunteer work events on the ATA web site Events Calendar to further the above objectives whenever possible. ATA volunteer work events which will require participation by the land management staff, such as Forest Rangers, must be scheduled on the Land Management volunteer event calendar well in advance of the event date.

a. Preparation for Work Events.

1) Your work events can take several different forms, which can range through:

a) Just you and a friend or two going out for from a few hours to a back-pack trip into a remote part of your segment for a several day effort.

b) A more or less locally advertised event where work starts at about 8:00 AM on Saturday and stops at a predetermined time. This kind of event usually draws or better "fits" people, family groups, students, business / corporation employee groups, local clubs, and scout groups who live nearby.

c) Well advertised events expecting 10 to 100 volunteers are usually more successful if they are held on a week-end with sign-in starting at 7:00 to 8:00 AM on Saturday and with work ending by noon or shortly after on Sunday. You will find that establishing a "base camp" relatively near the work site on Friday afternoon will greatly help with this kind of event. If possible, the camp site should be large enough to accommodate smaller RV's.

d) Quite a few Segment Stewards have found that their most consistently productive form of work event is when they have developed a crew of "hard-core" folks who want to work on a more or less repeated and scheduled basis such as once a month during a week day. These volunteers are most often retirees who have the time to give. Hiking, mountain biking, and / or equestrian clubs who incorporate this kind of scheduled maintenance are a source for permanent volunteering. This type of event should also be posted on the ATA web site to attract new trail workers.

e) Additionally, work events can be conducted by contract crews, alternative spring / winter break students, and volunteer vacations groups. These are often a week to eight days in length and are valuable for more remote areas. Please see paragraphs Operations, 2a3), 2a7), and 2b10) below.

2) Coordinate with your Land Manager, Regional Steward, and any "Special Technical" help which might be needed. Enlist the crew-leaders and assistants required.

Make sure to coordinate with the Land Manager especially concerning protected or endangered plants which might be found in the trail corridor or tread areas and how they are to be handled.

3) Announce/advertise your event on the ATA web site Events Calendar as far in advance as possible. Send e-mail notices to buddies, hiking and biking clubs, ATA members, equestrian groups, local papers, previous volunteers, business groups, scout groups, etc. Over the long run, recruitment of volunteers will be a consistent challenge. Nation wide “volunteer vacations” and “alternative spring / winter break programs” sponsored by such organizations as the American Hiking Society, the Sierra Club, and various colleges and universities can be a source of help. A review of these organization’s web sites is advised. When approaching business and corporations, especially, it is suggested that you coordinate your contact with these groups with your neighboring Stewards to lessen the “piece meal” factor in asking for their help with the Trail.

4) Flag and otherwise mark the specific work sites and determine what you want done.

5) Contact, before the event, those who are qualified and can serve as first aid responders and those who can serve as crew leaders for your specific event.

6) Determine the key logistical requirements such as:

a) If you are going to feed any meals to the crew / volunteers, obtain the supplies and any necessary stoves, fuel, coolers, food, pots, utensils, plates, cups, etc.

b) Camp sites, human sanitation solutions, necessary camping gear, and system for the collection and hauling away of trash and garbage. Consider pre-positioning of port-a- potties.

c) Amount needed and sources of water for cooking and drinking.

d) A well stocked first aid kit, including a first aid manual.

e) Tools and their sources needed for the event based on the expected number of people participating and the tasks to be done. Consider pre-positioning of tool trailer.

f) Communications needs. Consider possible use of General Mobile Radio Services 2-way radios, cell-phones, and the SPOT Emergency system.

g) know routes, means, and destinations for evacuation in case of medical or other emergencies.

7) If the “work event” is actually the employment of a contract crew like those provided by the American Conservation Experience (ACE), or the Coconino Rural Environment Corps (CREC), preparation should include a reconnaissance hike of the portion of the trail where the crew is to work. This recon hike should be made, if possible, with a representative from the Land Management Agency, a representative from the organization providing the crew, and the crew leader. One of the primary reasons for this recon hike is to be sure that the Land Management Agency, the organization providing the crew, the Arizona State Parks, and the ATA, as appropriate, have the information necessary to complete any required agreements, contracts, task orders, and work orders. See paragraphs 2.b.10) under Operations below for additional discussion of this kind of event.

8) The information needed to complete task orders, project specifications forms, contracts, and other agreements for employment of contract crews includes: Project Title, Agency, Project Partner Name, Purpose or Objective for the Project, Land Jurisdiction, Trail Project, Type of Trail, Elevation of Trail, User Groups, Trail Design Parameters, Class of Trail, Vegetation type, Location and Directions From the Crew’s Home Organization, Special Driving Conditions, Camp Site(s), Water Source(s) and Availability, Recommended Tools, Cell Phone Coverage, Hospital and Evacuation Travel routes, and Job Hazards. Your help in getting this information to the appropriate land management agency rep can often be essential in speeding actions along. For example, most of the Ranger Districts in the Tonto National Forest want this information at least 30 days before the event in order to get the necessary task order through their system.

b. Conduct of Work Events.

- 1) Lay out tools prior to crew arrival.
- 2) Welcome and sign in all crews, volunteers, participants, using both the ATA and the Land Manager’s Forms. This will ensure that you have the information needed to complete the “volunteer hours” reports and that the participants are covered from a workman’s compensation view point. See Appendices III and IV and paragraph 3 under Appendices below.
- 3) Have all who have previously responded / “registered” already assigned to a crew and crew leader based upon the task(s) assigned to that crew and the known experience / skills of each participant. In this regard, you will find among the volunteers, people with many unique skills and knowledge. There are often people who have had much experience with trail work and / or were engineers, managers, teachers, foremen, retired military officers and non-commissioned officers, and those who have been in other positions of leadership. There will maybe people who have a medical care giver or first responder background. You will find that some people like to do the “heavy” work, such as rock work, steep-slope tread benching, building switchbacks, etc. Other people like to clear the corridor and use saws, loppers, etc. Still others like to do the finishing work, such as grooming the trail and ensuring that esthetics have been given consideration and effort. A very

important duty of both you and your crew leaders is to ask, observe, and experiment with the volunteers to discover each person's strength, weakness, and desires. Then, to use this knowledge of these skills and interests to best advantage of the individual to accomplish the crew's assigned work in a collaboration that yields much better results than would occur were each person working on their own. When you and your crew leaders are successful with this effort, the volunteer will return and participate again and again.

- 4) Meet with and brief your crew leaders. If time allows, take them on a walk-through of the work site(s) before the volunteers are to report.
- 5) Conduct an initial over all generalized briefing touching upon "thank-yous" for participating, safety, the general reason for and the goals of the event, crew and crew leader assignments, communications, the "leave-no-trace" concept (See Appendix VIII), and the handling of emergencies. Be sure that all know who the people are who are qualified first aid responders, who has the communications means, and who the crew leaders are. Having these people wear a distinctive identification such as name tags, a specific color of helmet, or arm-bands is a proven good practice.
- 6) Turn the participants over to their respective crew leaders. Balance out the crews, again, based on actual arrivals of participants, their skills, and the task(s) assigned the crew.
- 7) You should expect each crew leader to check each member of his/her crew for such things as:
 - a) Their personal health status at the time. Are there any persisting situations such as allergies (bee stings, etc.), previous heat injuries, back problems, high blood pressure, etc.
 - b) Appropriate clothing, (long sleeves, long pants, work boots, hat, etc.).
 - c) Personal Protective Equipment (PPE). Such things as heavy work gloves, eye protection, hard hat (depending on task), and sunscreen.
 - d) Water, at least a gallon per day, snacks for energy and if needed, for a lunch.
- 8) You should also expect each crew leader to carry-out leadership duties such as those addressed in the modified Volunteers for Outdoors Colorado's Outdoor Stewardship Institute's "Crew Leadership for Trails" course. These include such things as a briefing on how to safely carry, use, and store tools; mentoring; conflict resolution; task assignment; awareness of surroundings; drinking of water; and technical monitoring. The crew leader assigns the tools to each volunteer and leads the crew to the work site. Reducing any possibility of conflict between crew members and crews or mediating such conflict if it should occur is a very important task of a Crew Leader. When working multiple crews on near-by portions of the

trail and when one crew is to move in or take over a section of the trail where another has been working, it is very important that the crew leaders coordinate their efforts and carefully explain what is to occur and why it is happening before the crews go to work or interact.

- 9) At the end of the work day / event, the crew leader accounts for all his/her people and for the tools and thanks each person for their help and for attending the event. The goal throughout the total event is to have the volunteers enjoy their activity and to engender a wish on their part to attend again.

- 10) When employing contract crews, it is recommended that a knowledgeable representative of the association accompany the crew in and work with them for at least a day. Although the ATA rep does not have to remain with the crew the total time of the contract, it is also recommended for our rep to go back in and come out with the crew. These actions are especially important if a representative of the Land Management Agency is not available or if the Crew Leader was not on the recon hike. You should coordinate this with your Regional Steward or with the ATA Remote Areas Steward.

- 11) Although the modified “Crew Leadership for Trails” course, which is the other component of your required training as a Segment Steward, covers these subjects of crew work preparation and conduct in much greater detail, at Appendix XI is an outline set of memory assisting guidelines for work events.

c. Segment Steward Work Event Reimbursement Policy

Arizona Trail Association Segment Stewards may be reimbursed for purchases incurred when holding work events. **Discuss all anticipated expenses IN ADVANCE with the Regional Steward.**

Eligible reimbursement purchases may include food (excluding alcohol) and giveaway items, gift certificates, raffle prizes, or thank you gifts for volunteers. Other types of reimbursement requests such as rental portable toilets must be pre-approved by the Regional Steward. Cost of portable toilets is in addition to the per-volunteer rate quoted above.

Reimbursement requests must include receipts and are subject to approval by the Regional Steward. ATA volunteer sign-in sheets must be submitted along with reimbursement requests to document number of participants.

Submit reimbursement request packages to:
Arizona Trail Association
PO Box 36736
Phoenix, AZ 85067-6736

3. Interaction with Trail Users.

a. Have the data available and a system in place to respond to requests from users of the trail for information about water sources and the condition of the trail in your segment. See the Data Book link under “The Trail” on the ATA Home Web page.

b. Be prepared to offer advice about other items such as caching of water and supplies, the best time of the year to travel your segment, good camping sites, access to and points of interest throughout your segment.

c. Establish a procedure and a policy to obtain as much current information about the condition of or segment of the trail from those of whom you become aware who have most recently traveled the segment. Monitoring hikers’ blogs is one possibility. In this regard, one source is to use and advise the use of the Trail Forms / “Arizona Trail room” which can be accessed from the ATA Home web page under “The Trail” link.

d. Be prepared to offer information about shuttles and other possible means of transportation to get through hikers etc. to the Trail Head(s) of your segment.

e. Advise trail users to read the Trail Conditions page on the ATA web site. That page is designed to give trail users the latest adverse trail situations that they might encounter on the Arizona trail.

4. Land Management Agency Representatives.

Establish a good working relationship with the representative of your land manager. The land manager may be BLM, U.S. Forest Service, National Park Service, State or County representatives responsible for the public land and trails throughout your segment. Remember that, in general, the standards, specifications, and directions of the knowledgeable land management agency’s representative as to trail construction and maintenance are those we follow. If there is an obvious short-fall or significant disagreement, then work with your ATA AZT/NST Regional Steward to resolve the issue.

5. Recruitment for the ATA and Selling the AZT.

You are urged and encouraged to be a good ambassador and sales person for the ATA and the AZT. Please be watchful for good candidates to be members of ATA and to be crew leaders and segment stewards. Please mentor, coach, encourage, and make every effort to get these types of people engaged with and involved in the AZT and the ATA. This will take patience, good observation of the volunteers, and encouragement on your part and that of your crew leaders. See, also, paragraph 2.c.) under Background above.

6. Volunteer Hours.

Total volunteer hours are critical to the ATA and to the various land management agencies in our mutual efforts to obtain funds for the Arizona National Scenic Trail. Volunteer hours are the heart of obtaining “challenge grants” etc. Therefore, the accurate and timely submission of reports of these hours is one of the most important functions

and duties of ATA Segment Stewards. (See Appendix III and IV and paragraph 3 under “Appendices” below.)

Appendices

There are twelve appendices included in this handbook and guide. All except the first four are intended to serve as a starting point for any additional research or information gathering you may wish to conduct.

1. Appendix 1 is a copy of the Arizona Trail Association's "Segment Steward Agreement Form". It is suggested that a copy of the one you signed be added here. Please note that additional ATA requirements to be an AZT / NST Steward are:

a. You must attend at least four (4) work events on the AZT / NST before becoming a Segment Steward.

b. Within the first year of stewardship, you must attend an annually ATA offered workshop, presented by experienced ATA personnel on planning, organizing, and conducting a successful and productive work event. This handbook / guide will be a reference manual for such training.

c. You must, within one year either before or after becoming a Segment Steward, attend a Crew Leadership Training course offered annually by the ATA and / or its partner organizations.

2. At Appendix II is an example of an "Annual Trail Assessment and Plan" form. Refer to paragraph 1 under Operations above and work with your Regional Steward to prepare this report and plan.

3. Appendices III and IV are the ATA's "Volunteers Sign-in Sheet" and the "Individual Volunteer Hours" forms. These forms can be downloaded from the ATA web site by clicking on the "Volunteers" link and then the "Forms" link from the Home page.

a. The "Arizona Trail Volunteer Sign-In Sheet" form is for group work and can be used in several ways. It can be filled in online, then downloaded or saved. Or, it could be downloaded then filled in and saved. Changes can be made at any point. Once the form is completed, you can attach it to an e-mail addressed to volunteerhours@aztrail.org. Alternatively, it can also be printed and manually filled in at a work site by the volunteers and then mailed to the ATA at:

Arizona Trail Association
P.O. Box 36736
Phoenix, AZ 85067-6736

A fourth way to use the form is to combine the first three ways above by printing out the form, using it at a work event to collect volunteer names, and then using that to fill in the form for online submittal.

b. The "Individual Volunteer Hours" form can be used, either via mail-in or online, to report your hours for trail assessment, planning work events, meetings

with land managers or Regional Stewards, training sessions, answering emails or phone calls, preparing reports or other paper work, etc. Include round trip travel time if appropriate. Although the forms are straight forward, please remember to indicate the passage/segment and/ or location.

4. At Appendix V is an extract of “The National Trails System Act” (P.L. 90-543) and at Appendix VI is an extract of “The Omnibus Public Land Management Act of 2009 (P.L. 111-11). This law designated the Arizona Trail as a National Scenic Trail.

There are other federal laws which significantly impact the AZT and the various federal Land Management Agencies responsible for the Trail. Although no extracts of these laws are included in this handbook / guide, some of these laws are listed in the event that you wish to explore them further. The primary laws in this regard are the “National Environment Policy Act of 1969” (P.L. 91-190) as amended, the “Clean Water Act”, the federal “Land and Water Conservation Fund Act” of 1964/65 (P.L. 88-578), and the Arizona Voter Initiative Act of 1990 (A.R.S. §41-503) which established the Arizona State Parks Board Heritage Fund.

5. Appendix VII is a bibliography listing the classics about trail construction and maintenance. A reference each about wilderness first aid and land navigation are given as well.

6. At Appendix IX is the design data for the ATA Standard 6’0” Cox Gate. This data may also be obtained from the ATA web-site by first clicking on the “Trail” link and then on the “Design Data” link.

7. At Appendix XII are listed some useful Internet Web-Sites. There are also other very useful sites listed under the “Links” link on the ATA Home web-page.

Appendix I, “The Arizona Trail Association’s Segment Steward Agreement Form”

Appendix II, “The Arizona Trail Association’s ‘Annual Trail Assessment and Plan’”

Appendix III, “Arizona Trail Volunteer Sign-in Sheet”

Appendix IV, “Arizona Trail Individual Volunteer Hours” form

Appendix V, “The National Trails System Act”

Appendix VI, “The Omnibus Public Land Management Act of 2009”

Appendix VII, “A Selected Bibliography About Trail Construction and Maintenance and Wilderness First Aid and Land Navigation”

Appendix VIII, “Leave No Trace Principles of Outdoor Ethics”

Appendix IX, “ATA Standard 6’0” Cox Gate”

Appendix X, “A Case Study of a Successful Trail Construction Project”

Appendix XI, “Work Event Guidelines”

Appendix XII, “Some Useful Internet Web-Sites”