

CREATING PROJECT MAPS

Instructions for Outdoor Recreation Grant Applicants

OVERVIEW

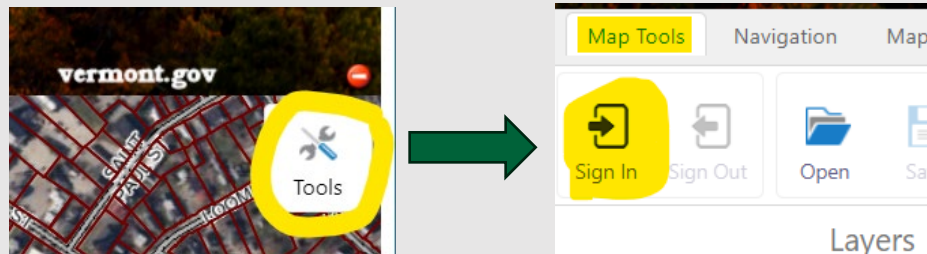
All Department of Forests, Parks and Recreation grant applications require project maps. They provide a visual representation of your project work plan. However, some applicants do not have access to traditional mapping resources like ArcGIS.

The following process using the Vermont ANR Natural Resource Atlas was developed to help applicants create a project map that includes all of the components listed in the application guidance, using platforms that are readily available. If you, however, have access to other resources like ArcGIS, you are welcome to use them.

INSTRUCTIONS

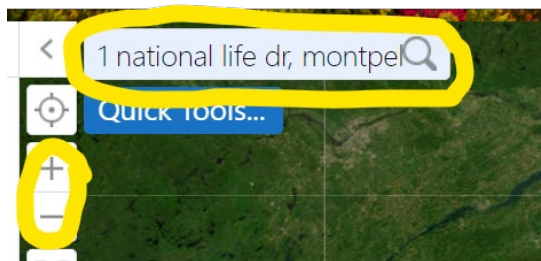
1. Go to <https://anrmaps.vermont.gov/websites/anra5/>

Application Tip: Unless you “Sign In” to the app first, you will NOT be able to save your work. We strongly recommend you open the “Tools” option, then go to “Map Tools” then “Sign In” BEFORE you begin creating your map. You can create an account using any of the provided log in options. This way, you can save your work as you go. If you do not sign in first, you will **not** be able to save your work beyond the final image and thus will need to complete re-draw your map if you want to make any edits later on.



2. Locate your project area.

- a. You can do this by entering the address in the search bar and/or using the plus/minus tools to zoom in on your project area.



- b. You can also click and drag the map to adjust the viewing area and navigate to the location.

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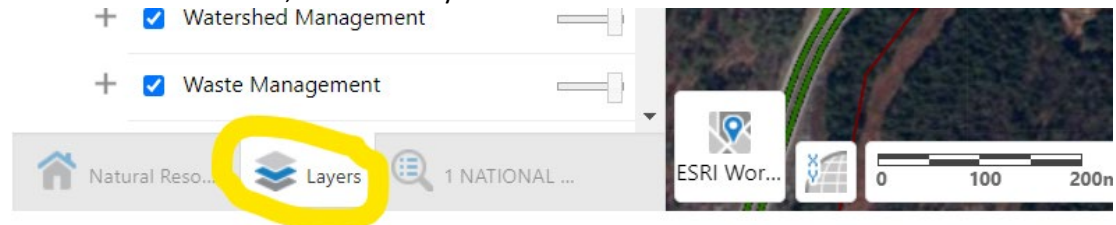
3. Check your Base Map.

- Click the box in the bottom left corner of the map and make sure it says “ESRI World.” If not, click that box and select the “ESRI World” option.

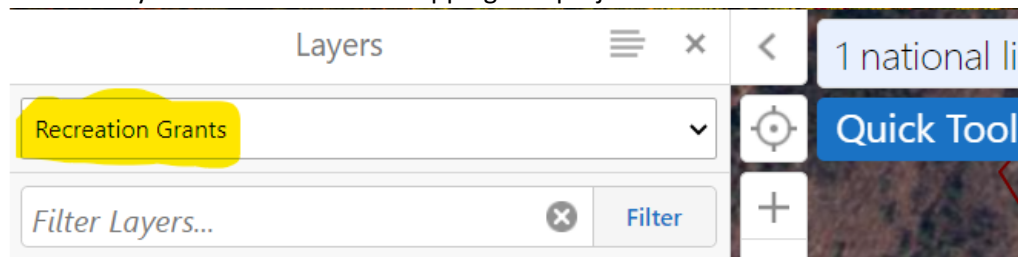


4. Add layers to your Base Map.

- In the left-hand toolbar, click the “Layers” tab



- In the search bar at the top, find the “Recreation Grants” option. This will automatically select the set of layers most relevant to mapping RTP projects.



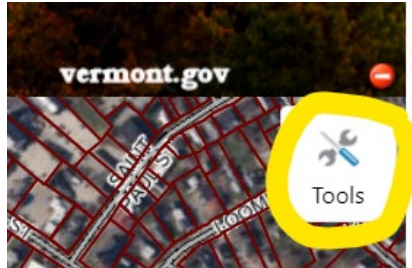
- Review the information that is added to your map.
 - Click on any of the new shapes that appear on the map to get more information about them.
 - For layers that do not apply to your project area, you can click off the layer so it will not show in your final legend. However, if you turn off a layer and it changes any of the images or highlighted areas in the map on your project area, be sure to turn it back on!
 - Common examples of layers that not everyone will need: Environmental Conservation Managed Lands, Vernal Pools, Managed Lands (FPR), Green Mountain National Forest, Protected Lands, Fish and Wildlife Managed Lands.

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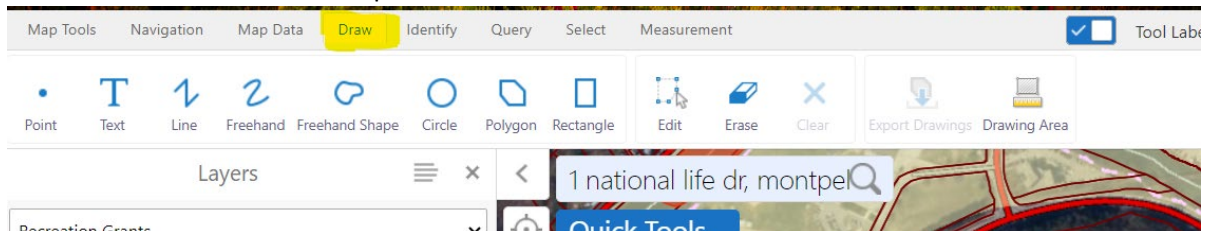
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5. Add project components to the map.

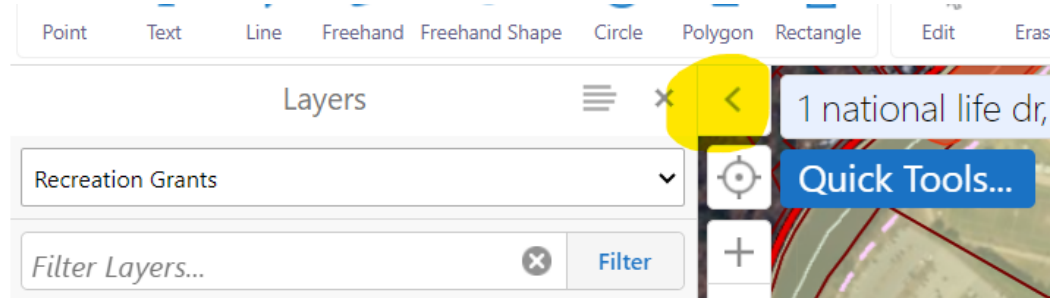
- a. Click the “Tools” button in the top right corner.



- b. Select the “Draw” tab at the top.

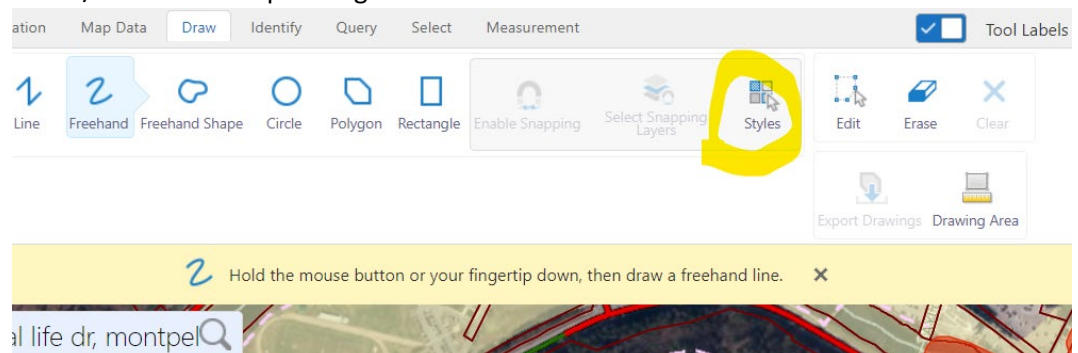


- c. Tip: if you want the layers pane on the left side to go away, click the sideways arrow next to the address search bar.



- d. Use the drawing tools to mark all the construction component locations, parking/trailhead areas, and staging/access areas. Tips:

- i. After you’ve selected a drawing tool, select the “styles” option to change colors/textures to help distinguish different features.



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We recommend you use different colors for:

1. Improvements/work on existing trails
2. Creation of new trails
3. Trailside amenities
4. Access/staging areas

ii. Use the “erase” or “edit” options to correct errors. Click “erase” or “edit” first, then click the drawing you want to work on.

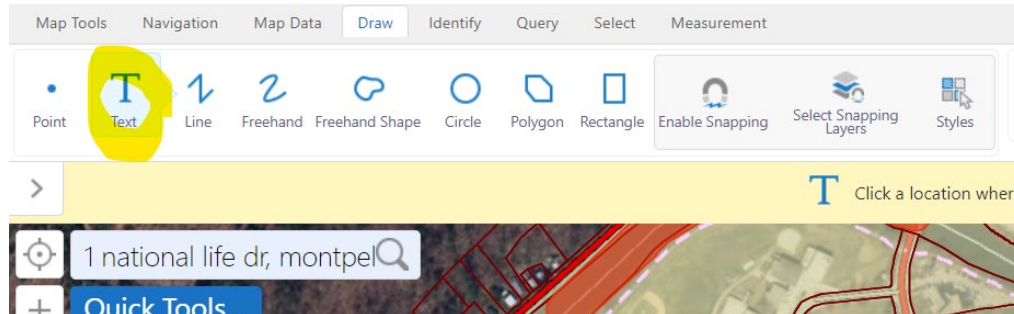
1. Do NOT select the “clear” option unless you want to erase ALL your drawings.

6. Add project component labels.

a. Use the Text tool to label the components on your map. Select “styles” option to change colors/text size. Use only high contrast colors depending on your image background (ex: use white text on dark, forested areas).

i. Tip: Similar to drawings, use the “erase” or “edit” options to correct errors. Click “erase” or “edit” first, then click the text you want to work on.

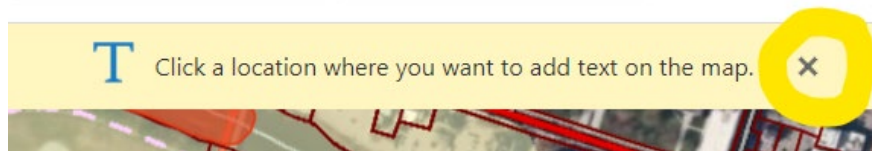
1. Do NOT select the “clear” option unless you want to erase ALL your text and drawings.



7. Add landowner labels.

a. Use the Text tool to label all the landowners where work will occur. Use a different text style than your labeled project components. Ex. “Owner: National Life Insurance Co”

i. If you don’t know the landowners already, temporarily click OFF the drawing tools by click the X in the yellow bar at the top of the map.

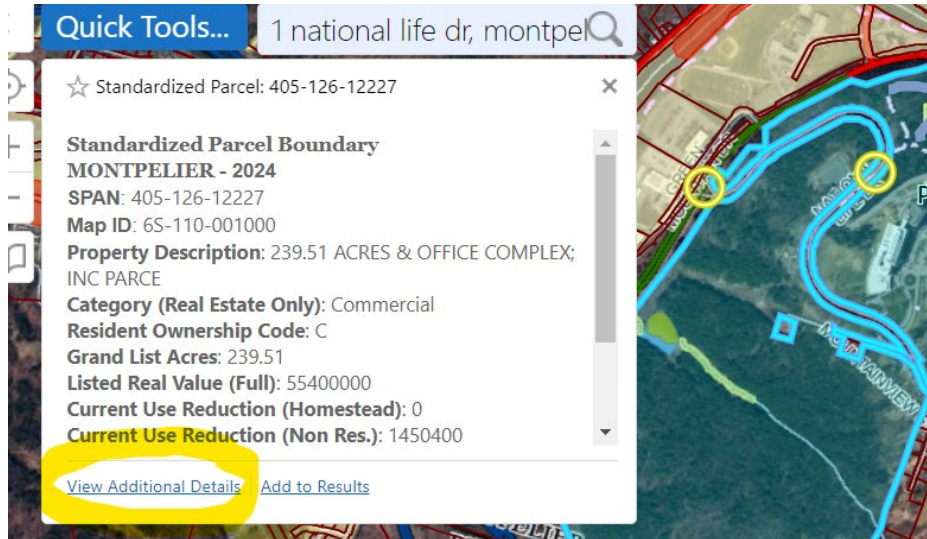


ii. Then, click within the parcel boundary to see the information.

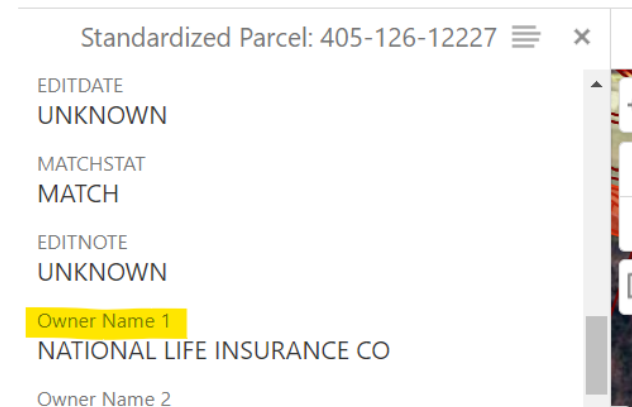
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iii. Then click “View Additional Details”



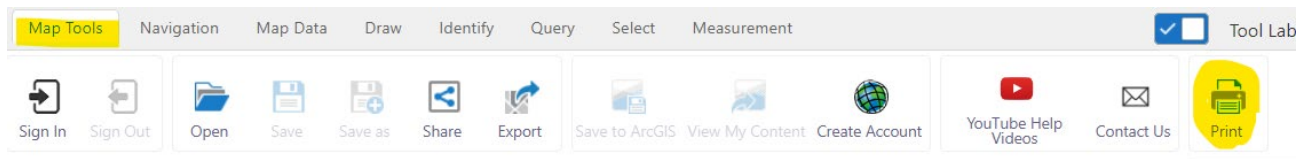
iv. In the lefthand bar that opens, scroll down until you see the “Owner Name”



v. Repeat this for all landowners.

8. Once your map is complete, print it as a PDF. This will automatically add a legend to your map for all the layer/base map data.

a. In the top, left menu, click the “Map Tools” tab and select Print.



b. Select the following options in lefthand toolbar:

- Select Layout: 11x17 (portrait or landscape depends on your project/map)
- Output: PDF
- Resolution: 150 DPI – High Resolution

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- c. Scroll to the bottom and click “Print” then “Open File”
 - i. Tip: the prepared map will be based on the view which you were last working in. Be sure you are capturing the entire project area with all project components visible by adjusting the zoom and dragging the area into an appropriate view.
- d. Download the PDF from the pop-up window to save a copy to a location on your computer. This will be the version you will submit.

QUESTIONS?

Please reach out for FPR Grant Staff with any questions! ANR.FPRRecreationGrants@Vermont.Gov

EXAMPLE PROJECT MAP



Natural Resources Atlas
Vermont Agency of Natural Resources

vermont.gov



- LEGEND**
- Mapped Vernal Pools
 - Rare Threatened and Endangered Spe
 - RTE Animal
 - RTE Plant
 - Significant Natural Communities
 - Trails (E911)
 - Trails (ANR Travel Routes)
 - Hiker/Pedestrian
 - Snowshoe
 - Cross Country Ski
 - Bicycle
 - Pack and Saddle
 - Snowmobile
 - All Terrain Vehicle
 - No Managed Use Specified
 - Roads (ANR Travel Routes)
 - Type I Road
 - Type II Road
 - Type III Road
 - Type IV Road
 - Class 1 Town Highway
 - Class 2 Town Highway
 - Class 3 Town Highway
 - Class 4 Town Highway
 - Legal Trail
 - Private Road
 - Federal
 - State Highway
 - No Road Category Specified
 - Managed Lands (FPR)
 - State Park, Fee ownership
 - State Forest, Fee ownership
 - Non-fee interest
 - Green Mountain National Forest (GMNF)
 - Protected Lands
 - Private Organizations
 - Vermont Municipalities
 - State
 - Federal
 - Wildlife Management Areas
 - Fee ownership

1: 5,854
1in = 488 ft.
1cm = 59 meters



NOTES
Map created using ANR's Natural Resources Atlas

297.0 0 148.00 297.0 Meters
WGS_1984_Web_Mercator_Auxiliary_Sphere
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DISCLAIMER: This map is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. ANR and the State of Vermont make no representations of any kind, including but not limited to, the warranties of merchantability, or fitness for a particular use, nor are any such warranties to be implied with respect to the data on this map. THIS MAP IS NOT TO BE USED FOR NAVIGATION