



## Environment and Natural Resources Trust Fund

### M.L. 2026 Draft Work Plan

#### General Information

**ID Number:** 2026-182

**Staff Lead:** Mike Campana

**Date this document submitted to LCCMR:** November 25, 2025

**Project Title:** A State Trail System for 21st-Century Minnesota

**Project Budget:** \$623,000

#### Project Manager Information

**Name:** Dan Nemes

**Organization:** Bicycle Alliance of Minnesota

**Office Telephone:** (314) 956-6632

**Email:** dan@bikemn.org

**Web Address:** bikemn.org

#### Project Reporting

**Reporting Schedule:** April 1 / October 1 of each year.

**Project Completion:** June 30, 2029

**Final Report Due Date:** August 14, 2029

#### Legal Information

**Legal Citation:**

**Appropriation Language:**

**Appropriation End Date:** June 30, 2029

## Narrative

**Project Summary:** BikeMN and statewide collaborators will promote the development and use of Minnesota's existing and planned state trail system through community and business engagement and active adult education programming.

### Describe the opportunity or problem your proposal seeks to address. Include any relevant background information.

Minnesota's legislatively-authorized network of state trails is an opportunity for Minnesota to leverage its regional and national reputation as an ecotourism and bicycle-tourism destination. The trail system, as planned, showcases the state's diverse habitats and towns, featuring accessible and affordable places for state residents and visitors to experience the natural world during day or multi-day trips, but many segments and trails remain unrealized due to a lack of local leadership, depriving residents and visitors of a healthy, relatively low-cost, and family-friendly way to access and enjoy Minnesota's land, animals and human communities.

Economic impact studies of trails and other infrastructure indicate that visitors spend around \$100-120/day (in 2015 dollars) while bicycling in Minnesota. However, those same studies also record that nearly all trail users are white, skew older, and are primarily from households reporting over \$100,000 in annual income. Through our statewide work, partners consistently report that the idea of an active trip on Minnesota's state trails and the many amenities along the trails appeals to people with low-incomes and people of color, but a felt sense of needing more bicycle education, an unfamiliarity with state trails, and an uncertainty of feeling welcome are all barriers.

### What is your proposed solution to the problem or opportunity discussed above? Introduce us to the work you are seeking funding to do. You will be asked to expand on this proposed solution in Activities & Milestones.

Through a history of quality bicycle education with community partners, as well as state and local governments, BikeMN has the institutional expertise to connect all Minnesotans with bicycling and other non-motorized recreation on Minnesota's state trails. Work will proceed on two tracks. First, BikeMN's adult education programming occurs primarily in the TCMA. In this proposal, we prioritize partnerships with BIPOC community-based organizations in towns and cities along state trails to adapt our successful Adult Learn to Ride (ALTR) and Open/Popup Shops programs for recreational contexts. Second, all Minnesotans need a fully-realized trail system. Developing state trails will increase equity and spur business development in trail-adjacent communities. In this proposal, we prioritize partnerships with communities along the proposed Stagecoach and Goodhue Pioneer Trails in Southeast Minnesota, the partially completed Heartland Trail in West Central Minnesota, and the Munger and Gitchi-Gami Trails in the Northshore/Iron Range.

Objectives to achieve project solution include:

- a) 15 ALTR and 30 Open/Popup Shops offerings in trail communities with BIPOC partners.
- b) Engage 50+ communities with bicycle education/business opportunities.
- c) Concentrated outreach and education in communities along the above-named trails
- d) Promote awareness, trail user rights, safety and trail etiquette, in local communities.

### What are the specific project outcomes as they relate to the public purpose of protection, conservation, preservation, and enhancement of the state's natural resources?

Getting more people on state managed natural resources, such as state trails and state parks, will encourage residents and visitors to protect natural resources. This project will increase bicycling and other non-motorized outdoor recreation, especially for those who face barriers to enjoying these popular and low-cost means of enjoying the state's natural resources. By nurturing Minnesota's already vibrant bicycling and ecotourism sectors, this project enhances the state's natural resources by encouraging communities to support and seek planned state trails, which often means additional investment at the county level in trails and park facilities that also preserve and enhance natural resources.

## Project Location

**What is the best scale for describing where your work will take place?**

Statewide

**What is the best scale to describe the area impacted by your work?**

Statewide

**When will the work impact occur?**

During the Project and In the Future

## Activities and Milestones

### Activity 1: Adult Learn to Ride and Open & Popup Maintenance Shops in Minnesota State Trail Communities (STCs)

**Activity Budget:** \$350,800

#### **Activity Description:**

Currently, bicycling and other nonmotorized forms of recreation and transportation are an overwhelmingly white, middle- and upper-class activity. Demographic data from BikeMN events across the state, as well as reports produced by the state, and recreational and bicycle industries bear this out. In pursuit of our mission to make walking, biking and rolling accessible for all Minnesotans, BikeMN has developed and iterated a very successful Adult Learn to Ride (ALTR) curriculum that has reached thousands of people in the TCMA. We partner with nonprofits that primarily serve people of color, immigrants/refugees and women to deliver a 6-8 hour class over 3 sessions. This project will replicate and adapt ALTR for towns and cities abutting Minnesota's State Trails by partnering with organizations serving BIPOC communities in Greater MN. Participants will receive a refurbished or donated bicycle after completing the class. In addition to delivering 15 ALTR classes, BikeMN will hold 30 bike maintenance events open to the public so everyone can use safe equipment on Minnesota State Trails. These events will include education about trail safety and etiquette--including e-bikes--as well as general bicycling and rolling resources. This educational offering will enhance all Minnesotans' access to and experience of State Trails.

#### **Activity Milestones:**

| Description  | Approximate Completion Date |
|--|-----------------------------|
| Establish Partnerships with 5-10 BIPOC Organizations in Trail Communities          | November 30, 2026           |
| Plan 45+ Bicycle & other Non-motorized Education Events in State Trail Communities | May 31, 2027                |
| Refurbish and distribute 200 bicycles and e-bicycles in State Trail Communities    | September 30, 2028          |
| Execute 15 Adult Learn to Ride Class Series and 30 Open/Popup Shops                | September 30, 2028          |

### Activity 2: Minnesota State Trail Communities Engagement & Development

**Activity Budget:** \$242,200

#### **Activity Description:**

While Minnesota's population of communities of color is about 21%, statistics collected by the DNR for the 2022 State Park Visitor Study indicate that only 11% of visitors are people of color. There is a critical need to improve access to State Trails for Minnesotans of color. BikeMN will do this by partnering with a discreet set of trail communities to develop unrealized, but legislatively-authorized, trails. Based on our prior work in this space, BikeMN has identified four trails with high potential for successful community engagement and support: the Stagecoach, Heartland, and Munger/Gitchi-Gami Trails. By collaborating with local champions, BikeMN will convene and facilitate working groups for each trail to include avid trail users, businesses, property owners, Tribal Nations, DNR, units of local government, and traditionally underrepresented groups. We will hold 4-8 large community meetings per trail. Deliverables will include community surveys, transcriptions/recordings of structured interviews with a diverse set of community members, community resource maps, and articulated/unaddressed barriers to trail development. All documents and project assets will be branded with the ENRTF logo. By engaging a large cross section of stakeholders and individuals in State Trail Communities, we expect to support future construction of trails.

#### **Activity Milestones:**

| Description | Approximate Completion Date |
|-------------|-----------------------------|
|-------------|-----------------------------|

|  |                   |
|--|-------------------|
| Develop Stakeholder Engagement Plans for each identified State Trail   | October 31, 2026  |
| Convene and facilitate Community-led Engagement & Development Series (4-8 sessions/series; 3-5 series total) | December 31, 2027 |
| Liaison with DNR, stakeholders & other partners around community-produced State Trail Documents              | December 31, 2028 |
| Scope & Document Successor Project(s) Phases   | June 30, 2029     |

### Activity 3: Project Evaluation & Publications

**Activity Budget:** \$30,000

**Activity Description:**

To document the above-articulated activities, BikeMN proposes contracting with a third-party evaluator. Incorporating data and analytic tools into the project from the beginning will establish a legible and transparent framework for work that will occur across considerable geographic and temporal spaces; a digital dashboard will track project metrics, including trail visitor counts, mixed methods surveys solicited from trail users and communities, and partners engaged will capture the number of bikes distributed and the economic value of bike mechanic services provided. All data will be included in reports to the LCCMR, as well as presentations at relevant conferences. We will also publish a large, book or booklet-length report because it can then be used as a resource by other communities with yet-to-be-built, legislatively-authorized State Trails. Conceived as a how-to guide, this resource will formalize a model other communities can use to develop State Trails that centers equity, community engagement, and economic development. Additionally, we will use the University of Minnesota Community Dissemination Toolkit to collaborate with community partners to co-develop additional dissemination products. BikeMN and our partners across Minnesota recognize that building and maintaining State Trails is a complex, yet worthwhile and doable for all Minnesota communities.

**Activity Milestones:**

| Description   | Approximate Completion Date |
|---|-----------------------------|
| Contract third-party Project Evaluator                        | January 31, 2027            |
| Establish project dashboard                                   | April 30, 2027              |
| Present at 3-5 relevant professional conferences in Minnesota | June 30, 2029               |
| Digitally publish book- or booklet-length Project Report      | June 30, 2029               |

## Dissemination

**Describe your plans for dissemination, presentation, documentation, or sharing of data, results, samples, physical collections, and other products and how they will follow ENRTF Acknowledgement Requirements and Guidelines.** All data will be included in reports to the LCCMR, as well as presentations at relevant conferences and into a book-length report. BikeMN thinks publishing a large, book or booklet-length report is an important deliverable for this project because it can then be used as a resource by other communities with, yet-to-be-built, legislatively-authorized State Trails. Conceived as a how-to guide, this resource will formalize a model other communities can use to develop State Trails that centers equity, community engagement, and economic development. Additionally, we will use the University of Minnesota Community Dissemination Toolkit to collaborate with community partners to co-develop additional dissemination products (these could include an evaluation results dissemination event, infographics, and/or a social media campaign). BikeMN and our partners across Minnesota recognize that building and maintaining State Trails is complex, but we also know that a State Trail System for the 21st Century can benefit all Minnesotans. We will also make all trail count data and progress available in a dashboard on the BikeMN website. Finally, the Environment and Natural Resources Trust Fund logo will be prominently displayed on all printed and digital products, and we will acknowledge Environment and Natural Resources Trust Fund funding in the text of the introductions to these final products. Also, we will display the Environment and Natural Resources Trust Fund logo at the Learn to Ride classes, as well as the pop-up shops on State Trails, in any social media, and legacy media interviews.

## Long-Term Implementation and Funding

**Describe how the results will be implemented and how any ongoing effort will be funded. If not already addressed as part of the project, how will findings, results, and products developed be implemented after project completion? If additional work is needed, how will this work be funded?**

BikeMN is a strong nonprofit with statewide reach and funding base. We will hire new staff and nurture current staff to complete this project; ongoing work will be funded through community, family and corporate philanthropy, as well as donations from our 49,000 members, chapter fees, and revenue from our more popular community ride events. The results of the project will be presented in report form prepared with a third-party evaluator and as presentations at conferences (recreation, active transportation, and community development). Expected products, such as all community engagement work, will be preserved by BikeMN for future project phases.

## Budget Summary

| Category / Name                            | Subcategory or Type | Description   | Purpose | Gen. Ineligible | % Benefits | # FTE | Classified Staff? | \$ Amount |
|--|---------------------|---|---------|-----------------|------------|-------|-------------------|-----------|
| <b>Personnel</b>                           |                     |   |         |                 |            |       |                   |           |
| State Trail Communities Education Manager  |                     | The State Trails Communities Education Manager, with the Engagement Manager, co-leads the project. They oversee and execute all curriculum development, partner development, educator management, and bicycle asset stewardship for the project. They adapt BikeMN's current Adult Learn to Ride Program with input from BIPOC organizations in communities adjacent to existing or planned state trails; coordinate ALTR classes, Open/Popup Shops, and bike giveaways with BIPOC community partners; manage ALTR educator(s), project intern(s), and volunteers; and collaborate with other BikeMN staff to distribute refurbished bicycles and e-bicycles.   |         |                 | 25%        | 2     |                   | \$160,000 |
| Bicycle Assets Manager                     |                     | The Bicycle Asset Manager position will devote 0.5 FTE to the State Trails Communities Adult Learn to Ride; the remainder of the position's time will be funded by other sources and support other projects. Work with staff and volunteers to solicit and refurbish bicycles appropriate for use in the State Trail Communities Adult Learn to Ride Program; establish and steward partnerships with sources for used bikes; assist Education Manager and volunteers at Open and Popup Community Bike Repair events; coordinate the transportation of donate and refurbished bicycles and e-bikes to State Trail Communities for program use; manage equipment and supply budget and track all refurbishing costs. |         |                 | 25%        | 1.25  |                   | \$71,000  |
| Education Associate                        |                     | The Education Associate will assist the Education Manager, primarily by coordinating and teaching Adult Learn to Ride Classes, communicating with class participants, transporting class equipment, and distributing refurbished bicycles.  |         |                 | 25%        | 2     |                   | \$98,000  |
| State Trail Communities Engagement Manager |                     | The State Trail Communities Engagement Manager, with the Education Manager, co-leads the project. They conduct outreach in all Minnesota trail communities, convene community stakeholders,   |         |                 | 25%        | 3     |                   | \$243,000 |

|  |                    |  |   |  |      |                  |                  |
|--|--------------------|--|---|--|------|------------------|------------------|
|  |                    | develop unique Stakeholder Engagement Plans for prioritized trails, liaison with relevant units of local government and state agencies, manage contractors, work with staff to pursue any successor project funding needs, prepare and own all project documentation and reports, and craft and submit presentations for relevant conferences.       |   |  |      |                  |                  |
|  |                    |  |   |  |      | <b>Sub Total</b> | <b>\$572,000</b> |
| <b>Contracts and Services</b>            |                    |  |   |  |      |                  |                  |
| Program Evaluator-- Abby Lohr, MPH, Ph.D | Service Contract   | A third-party evaluator will work with staff to analyse and evaluate project goals, efficacy, outcomes, and future project phases. The evaluator will use best practices from data science, economic development, community engagement and development, and placemaking to accurately describe and quantify the project's completed work and impact. |   |  | 0.24 |                  | \$20,000         |
|  |                    |  |   |  |      | <b>Sub Total</b> | <b>\$20,000</b>  |
| <b>Equipment, Tools, and Supplies</b>    |                    |  |   |  |      |                  |                  |
|  | Tools and Supplies | Helmets & Locks (200 @ \$50/pair)  | For use during classes, events and to distribute with bikes.                                  |  |      |                  | \$1,000          |
|  | Tools and Supplies | Bicycle Lights (200 units @ \$25 each)   | For use during classes, events and to distribute with bikes.                                  |  |      |                  | \$500            |
|  | Tools and Supplies | Bike Repair/Refurbishment Supplies   | Tubes, tires, spokes, brakes, brake wires and other supplies and tools to refurbish bicycles. |  |      |                  | \$25,300         |
|  |                    |  |   |  |      | <b>Sub Total</b> | <b>\$26,800</b>  |
| <b>Capital Expenditures</b>              |                    |  |   |  |      |                  |                  |
|  |                    |  |   |  |      | <b>Sub Total</b> | -                |
| <b>Acquisitions and Stewardship</b>      |                    |  |   |  |      |                  |                  |
|  |                    |  |   |  |      | <b>Sub Total</b> | -                |

|                                 |                       |                      |  |  |  |                    |                  |
|---------------------------------|-----------------------|----------------------|--|--|--|--------------------|------------------|
| <b>Travel In Minnesota</b>      |                       |                      |  |  |  |                    |                  |
|                                 | Miles/ Meals/ Lodging | 6,000 miles @ \$0.70 | Mileage to travel to class locations, education events, and community meetings |  |  |                    | \$4,200          |
|                                 |                       |                      |  |  |  | <b>Sub Total</b>   | <b>\$4,200</b>   |
| <b>Travel Outside Minnesota</b> |                       |                      |  |  |  |                    |                  |
|                                 |                       |                      |  |  |  | <b>Sub Total</b>   | -                |
| <b>Printing and Publication</b> |                       |                      |  |  |  |                    |                  |
|                                 |                       |                      |  |  |  | <b>Sub Total</b>   | -                |
| <b>Other Expenses</b>           |                       |                      |  |  |  |                    |                  |
|                                 |                       |                      |  |  |  | <b>Sub Total</b>   | -                |
|                                 |                       |                      |  |  |  | <b>Grand Total</b> | <b>\$623,000</b> |

## Classified Staff or Generally Ineligible Expenses

| Category/Name | Subcategory or Type | Description | Justification Ineligible Expense or Classified Staff Request |
|---------------|---------------------|-------------|--|
|---------------|---------------------|-------------|--|

## Non ENRTF Funds

| Category         | Specific Source                                    | Use   | Status                     | \$ Amount        |
|------------------|--|---|----------------------------|------------------|
| <b>State</b>     |  |   |                            |                  |
|                  |  |   | <b>State Sub Total</b>     | <b>-</b>         |
| <b>Non-State</b> |  |   |                            |                  |
| Cash             | McKnight Foundation                                | Executive Director & Deputy Executive Director time to initiate, shape and guide the project for two years  | Secured                    | \$40,000         |
| Cash             | Compeer Financial Rural Feasibility Study Grant    | Funding to conduct feasibility and impact study of Stagecoach Trail, Heartland, and uncompleted segments of Gitchi-Gami Trails.   | Potential                  | \$20,000         |
| In-Kind          | Used bicycle donors                                | Conservative estimate of value of donated bicycles: 200 refurbished bicycles, valued at \$500/bicycle.  | Pending                    | \$100,000        |
| In-Kind          | Volunteer Bicycle Refurbishing Services            | Volunteer hours valued at market rate for beginner mechanic: 150 hours @ \$22/hour  | Pending                    | \$3,300          |
| Cash             | Shavlik Family Foundation                          | Bike/Ped Counter equipment purchase to quantify trail usage   | Secured                    | \$5,000          |
| Cash             | Olmsted County                                     | Contract with Olmsted County to develop community engagement plan for Stagecoach Trail  | Pending                    | \$10,000         |
| Cash             | Mayo Clinic Community Engagement                   | Grant funds to support Stagecoach Trail community engagement development  | Secured                    | \$2,700          |
| Cash             | Chapter Fees, Event Revenue & Individual Donations | BikeMN's twelve chapters and 49,000 members contribute to statewide programming through fees, event registrations and individual donations. These General Operating funds will underwrite the project's overhead needs, such as bicycle maintenance space, tools already purchased, and vehicles to transport bikes and equipment.<br>\$10,000/year for entirety of the project: \$30,000 | Secured                    | \$30,000         |
|                  |  |   | <b>Non State Sub Total</b> | <b>\$211,000</b> |
|                  |  |   | <b>Funds Total</b>         | <b>\$211,000</b> |

**Total Project Cost: \$834,000**

**This amount accurately reflects total project cost?**

Yes

## Attachments

### Required Attachments

#### *Visual Component*

File: [53e015d2-9e9.pdf](#)

#### *Alternate Text for Visual Component*

A visual of the ALTR program summarizing program goals and outcomes and a map with Minnesota legislatively-authorized State Trails....

#### *Financial Capacity*

| Title                                    | File                             |
|--|----------------------------------|
| Most recent Audited Financial Statements | <a href="#">4acbeecf-c26.pdf</a> |
| Certificate of Good Standing             | <a href="#">e40a4e74-4d2.pdf</a> |
| BikeMN 990_2023                          | <a href="#">97896e39-0d0.pdf</a> |

#### *Board Resolution or Letter*

| Title             | File                             |
|-------------------|----------------------------------|
| Board & ED Letter | <a href="#">bbf9af75-819.pdf</a> |

### Supplemental Attachments

#### *Capital Project Questionnaire, Budget Supplements, Support Letter, Photos, Media, Other*

| Title                                       | File                             |
|---|----------------------------------|
| Adult Learn to Ride Program Evaluation_TCMA | <a href="#">a32aed02-f39.pdf</a> |

## Difference between Proposal and Work Plan

### *Describe changes from Proposal to Work Plan Stage*

Changed personnel budget to conform to award amount, including removing intern positions; sharpened language in Narrative and Activity and Milestones section; named Evaluator sub-contractor; added dissemination plan; uploaded Certificate of Good Standing from Secretary of State.

11/4/2025 Updated our financial information with the most up-to-date Audit, as well as our 2023 990 (filed in 2024). Updated the dissemination section to include how the Environment and Natural Resources Trust Fund will be acknowledged.

## **Additional Acknowledgements and Conditions:**

The following are acknowledgements and conditions beyond those already included in the above workplan:

**Do you understand and acknowledge the ENRTF repayment requirements if the use of capital equipment changes?**  
N/A

**Do you understand that travel expenses are only approved if they follow the "Commissioner's Plan" promulgated by the Commissioner of Management of Budget or, for University of Minnesota projects, the University of Minnesota plan?**

Yes, I understand the Commissioner's Plan applies.

**Does your project have potential for royalties, copyrights, patents, sale of products and assets, or revenue generation?**

No

**Do you understand and acknowledge IP and revenue-return and sharing requirements in 116P.10?**

N/A

**Do you wish to request reinvestment of any revenues into your project instead of returning revenue to the ENRTF?**

N/A

**Does your project include original, hypothesis-driven research?**

No

**Does the organization have a fiscal agent for this project?**

No

**Does your project include the pre-design, design, construction, or renovation of a building, trail, campground, or other fixed capital asset costing \$10,000 or more or large-scale stream or wetland restoration?**

No

**Do you propose using an appropriation from the Environment and Natural Resources Trust Fund to conduct a project that provides children's services (as defined in Minnesota Statutes section 299C.61 Subd.7 as "the provision of care, treatment, education, training, instruction, or recreation to children")?**

No

**Provide the name(s) and organization(s) of additional individuals assisting in the completion of this project:**

Michael Wojcik, Executive Director; angela olson, Duputy Executive Director

**Do you understand that a named service contract does not constitute a funder-designated subrecipient or approval of a sole-source contract? In other words, a service contract entity is only approved if it has been selected according to the contracting rules identified in state law and policy for organizations that receive ENRTF funds through direct appropriations, or in the DNR's reimbursement manual for non-state organizations. These rules may include competitive bidding and prevailing wage requirements**

Yes, I understand