

## TME BUDGET FORM INSTRUCTIONS

### New York State Office of Parks, Recreation and Historic Preservation (OPRHP) Snowmobile Trail Grant-In-Aid Program

1. **TME Name** Enter the name of your TME.
2. **Trail Maintenance Volunteer Labor Compensation** Enter an estimated total for volunteer labor that will be performed for the upcoming season in dollars, calculated by estimated hours times \$15.00.
3. **Equipment Usage Expenses** Enter an estimated sum total for equipment usage in the upcoming season in dollars.
4. **Groomer Usage Expenses** Enter an estimated sum total for all groomer usage in the upcoming season in dollars, for all groomers owned or leased by the TME.
5. **Material Expenses** Enter in dollars the estimated sum total of purchases to be made in the upcoming season, limited to materials such as lumber, gravel, culvert pipes, or similar.
6. **Signage Expenses** Enter in dollars the estimated sum total of purchases to be made in the upcoming season of signs or materials to post signs.
7. **Insurance Expenses** Enter in dollars the estimated sum total dollar amount to be spent on equipment insurance policies in the upcoming season.
8. **Registration Expenses** Enter in dollars the estimated sum total dollar amount to be spent on registering club owned snowmobiles.
9. **Total Estimated Expenses** Enter the sum of boxes 2-8.

