

Application Process for State Trails Council

R08/2010

- Application form (*Wisconsin Governor's State Trails Council Application Form: 2500-131*), and a list of vacant State Trails Council positions will be available on-line (<http://dnr.wi.gov/org/land/parks/trails/council/>).
- Applicant fills out application form.
- Completed form is sent in to State Trails Coordinator.
- State Trails Coordinator sends applicant acknowledgement that application has been received and advises applicant of process and estimated timeline.
- State Trails Coordinator sends applications forms received from potential applicants to the State Trails Council's membership subcommittee*. Remaining State Trails Council members will be copied so they can also review the application and submit any comments to the membership subcommittee.
- Membership subcommittee reviews applications, determines if applicant is appropriate to recommend to Governor's office for nomination.
 - Membership subcommittee considerations while reviewing applications:
 - Qualifications
 - STC vacancies
 - Current STC make-up
 - Diversity (geographic, ethnic, race, gender, etc.)
 - Other relevant factors based on the Federal Recreational Trails Program (see handout: Federal Recreational Trails Program State Recreational Trail Advisory Committee), Federal laws (Title 23 United States Code), State laws (s. 15.347 (16), Stats.), or State Trails Council bylaws
 - May ask to interview applicant
- Membership subcommittee makes official recommendation to the State Trails Council chairman on the applicant.
 - STC votes on nominees at next regular meeting. If approved by STC, then:
 - If position is appointed (voting):
 - STC chairman e-mails or otherwise contacts Governor's office (Appointments Director) with recommendations for new appointees, copies State Trails Coordinator on correspondence.
 - If position is not appointed (non-voting):
 - STC chairman e-mails or otherwise contacts Secretary of Department of Natural Resources with recommendations for new members, copies State Trails Coordinator on correspondence.

**Membership subcommittee created 10/2010. Recommended makeup: three standing members: two voting and one non-voting.*