

# 2025 (G25) Grants and Cooperative Agreements Program

## Friends of Jawbone's

### Preliminary Application Comments

Comments submitted by the Department of Parks and Recreation (Department) Off-Highway Motor Vehicle Recreation (OHMVR) Division to individual Grant Applicants should in no way be construed as a guarantee of successful results for the Applicant within the competitive Grants process or a commitment of funding. Additionally, the lack of comments by the OHMVR Division to any specific Applicant does not ensure successful results for the Applicant within the competitive Grant process or a commitment of funding.

Failure by the Applicant to respond to any OHMVR Division comment of their preliminary Application may be cause for eliminating that item from the Applicant's final Application.

All final Applications will be reviewed by the OHMVR Division. The OHMVR Division may, at its sole discretion, decrease the requested amount and eliminate activities pursuant with regulation Section 4970.07.2 (f)(1-5) and for Law Enforcement Projects, regulation Section 4970.15.3(b)(1-5).

#### **General Evaluation Criteria:**

- No comment.

#### **Education & Safety: G25-04-13-S01**

##### **Project Description – Background**

- Applicant should ensure the Background is accurate and precise. Applicant must move language related to this specific Project to the Project Description section.

##### **Project Description – Project Description**

- Applicant must provide additional information to support the intention of the Project is as it is unclear.

##### **Project Description – List of Project Deliverables**

- #3 – Applicant must provide additional information to support “updates to OHV route data” as it is unclear what updates will be made on the Project.
- #9 – The activities listed are not a unique Education deliverable Applicant must move “website development” to Project Deliverable #3.

## **Project Description – All Others**

- Identification of Needs - 4970.13(f)(4) – Applicant must provide additional information to support the identification of needs the Project will address. Applicant should also include justification for the Project, as the Applicant's current website no longer directs users to download the Owlhead GPS app but TrakMaps, which requires users purchase a membership to access information. In addition, per regulation 4970.08(10)(B), Applicant is reminded that all products produced through the Grants Program must be distributed for free and cannot be sold for profit.

## **Project Cost Estimate**

- Staff #1 "Project Manager" – "A supervisor will manage the project" appears to be an indirect activity as it is not directly related to the completion of the Project. Applicant must explain how this activity directly supports the Project or move the verbiage for this activity and the cost associated with it to the Indirect Cost category.
- Equipment Use Expenses #1 & 2 – Applicant must provide additional information to support the line items as it is unclear why mileage or daily rates would be needed. Per section, "Location of Training/Services – 4970.13(f)(5)" Applicant's narrative states, "This project does not require a physical site or facility."
- Other #1 "ESRI ArcGIS" – Applicant must spell out the acronym for "ESRI".

## **Ground Operation: G25-04-13-G01**

### **Project Description – Background**

- No comment.

### **Project Description – Project Description**

- No comment.

### **Project Description – List of Project Deliverables**

- #8 – "Updating, and restocking" OHV kiosks appears duplicative of the Applicant's G25 Restoration Project. Applicant must clarify how these Project activities are distinct and are not duplicative of each other.

### **Project Description – All Others**

- No comment.

## Project Cost Estimate

- “Groom/Grade” miles decreased to “67” from “200” compared to the prior year’s Project, however, the Project Cost estimate does not reflect a substantial decrease in costs. Applicant must clarify why the decrease in work is not reflected in the Project Cost Estimate.
- Contracts #6 “GIS & Data Management” – Line item is considered indirect as it does not directly relate to the completion of the Project. Applicant must move this line item to the Indirect costs category with the exception of costs associated with “habitat and soils management” and “field maps”. In addition, Applicant must clarify how the contract cost was determined.
- Contracts #7 “Cartographer / Designer ” – Applicant included this line item on the prior year’s Application and a revised version does not appear necessary to complete Project Deliverables. Applicant must further clarify how this line item is different from the previous year’s Application. In addition, Applicant must clarify how the contract cost was determined.
- Materials / Supplies #3 “Peeler Post and Fasteners” – Applicant must clarify the need for this line item as it was in the previous year’s Application.
- Materials / Supplies #5 “Safety Equipment” – “Snake chaps” are considered an indirect expense as they do not directly relate to the completion of the Project. Applicant must move the verbiage for this item and its associated cost to the Indirect Costs category.
- Equipment Use Expenses #2 “4x4 Pickup Trucks” – Material(s), supplies, and personnel transportation expenses are reimbursed based on per mile charge, not exceed the Internal Revenue Service standard mileage business rate, up to one hundred (100) miles in each direction per day. Applicant must describe in the notes section how costs were determined and change the unit of measurement to “MI”.
- Equipment Use Expenses #2 & 4 – Quantity (QTY) significantly increased compared to the prior year’s Application. Applicant must provide additional details to justify the increase in QTY.
- Equipment Use Expenses #4-7 – Cost appears excessive. Applicant must provide justification and supporting evidence for selection of the unit of measurement. Applicant must include in its justification how the selection results in cost savings for the State and/or Grants program.
- Indirect Costs #1 & 2 – Applicant must change the Unit of Measurement to “Hours” and provide an hourly rate that reflects the time of one employee.
- Indirect Costs #2 “Administrator” – Payroll processing costs and safety training are duplicative of costs already included in the Contract line items. Applicant must clarify why this duplicate cost is required. If these are to be included in the “Administrator” indirect line item then Applicant must adjust each contract line item to remove duplicate costs.
- Indirect Costs #4 “GPS / Data Collection Tools” – Applicant must clarify the need for this line item as it was in the previous year’s Application.

## **Restoration: G25-04-13-R01**

### **Project Description – Background**

- No comment.

### **Project Description – Project Description**

- Applicant must provide additional information on what they mean by "touch-up restoration," as it is not clear what type of work would be covered under this Project activity. Applicant must also clarify how this "touch up restoration" differs from the "touch up restoration" of the Jawbone area included in the G23 Restoration agreement. Lastly, Applicant must define the acronym for "ACEC".

### **Project Description – List of Project Deliverables**

- #5 – "Updating entrance kiosks with current OHV trail maps" appears duplicative of the G25 Ground Operation Project. In addition, "QR codes to mobile trail apps" appear duplicative of the G25 Education Project. Applicant must identify the methodology to ensure no duplication of services. Applicant must remove language and any cost associated with this activity from the line item if duplication of services.
- #7 – This deliverable is solely for Restoration Planning. Applicant must remove language from this Project deliverable as this Project is not for Restoration Planning.

### **Project Description – All Others**

- Describe the size of the specific Project Area(s) in acres and/or miles – Applicant must further clarify where the "approximately 15-acre Project Area" activities will occur. The locations listed for this Project Area do not match those described within the Project Description section of this Application. In addition, Applicant must describe the size of the specific Project Area(s) in acres and/or miles where Project Activities will occur within the "Jawbone Subregion of WEMO TMA #4".
- Plan for Protection of Restored Area – Monitoring of the restoration sites through "unscheduled visual inspections when maintenance crews travel to their worksites" does not sufficiently ensure the areas restored will be adequately monitored or protected. Applicant must provide additional proactive measures to prevent damage to restored lands.

### **Project Cost Estimate**

- Contracts All Line Items – Applicant must further clarify required training as training is indirect.
- Contracts #2 "Restoration Crew (3)" – "Updating entrance kiosks with current OHV trail maps" appears duplicative of the G25 Ground Operation Project. Applicant must clarify how they will ensure no duplication of services.

- Contracts #6 "GIS & Data Management" – Line item is considered indirect as it does not directly relate to the completion of the Project. Applicant must move this line item to the Indirect costs category with the exception of costs associated with "habitat and soils management" and "field maps". In addition, Applicant must clarify how the contract cost was determined.
- Materials / Supplies #8 "Demolition Hammer" – Applicant must further define need as Applicant owns a truck mounted auger that can complete the same tasks.
- Equipment Use Expenses #1 "Light Equipment" – Applicant must provide additional information on what "light equipment" means.
- Equipment Use Expenses #2 "4x4 Pickup Trucks" – Material(s), supplies, and personnel transportation expenses are reimbursed based on per mile charge, not exceed the Internal Revenue Service standard mileage business rate, up to one hundred (100) miles in each direction per day. Applicant must describe in the notes section how costs were determined and change the unit of measurement to "MI".
- Equipment Use Expenses #4 "4x4 Auger Truck" – Cost appears excessive. Applicant must provide additional justification for claiming the \$445 daily use rate. Applicant must clarify how often, in terms of day(s), the piece of Equipment will be used on the Project. Applicant must provide justification and supporting evidence for the selection of days, as it is unclear how the use fees do not exceed the Applicant's actual cost. Applicant must include in its justification how the selection results in cost savings for the Grants Program.
- Indirect #1 "Administration" - Payroll processing costs and safety training are duplicative of costs already included in the Contract line items. If these are to be included in the Administration indirect line item, then Applicant must adjust each contract line item to remove duplicate costs or remove the costs from the Indirect line item.