**City of Santa Maria Recreation and Parks**

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.

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).

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

If multiple proposed Projects are requesting funding for the same deliverable, and multiple projects are successful, only one project will receive funding for the deliverable.

For proposed Projects requesting Grant funding for snow and/or winter activities. Applicants must ensure the activities and/or Equipment/Heavy Equipment requested are not and/or cannot be funded by the Department’s Winter Program (commonly referred to as the Snow Grooming Program).

*For proposed Projects requesting Grant funding for the maintenance of roads and/or trails, note that only roads and/or trails that allow “green sticker” Off-Highway Vehicles are allowed to receive Grant funding.*

Applicants are reminded that no Grant funds and/or match can be expended or Project activities conducted in any land owned or managed by the Department except as allowed in the Grants and Cooperative Agreements Program regulations section 4970.09 (b)(10).

**Education & Safety, Ride3 Program ATVs G21-03-80-S01**

***Project Description - Background***

* No comment.

***Project Description – Project Description***

* No comment.

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

* Applicant must move class specific information (i.e. “ASI-Trained instructors lead two five-hour …”) to the Project deliverable #1 “Classroom and/or field training”.
* List of Project deliverables#2 – “Education Outreach” – Applicant must provide additional details on what promoting the program at the high schools, jr high schools and community events entails. Additionally it is unclear how the stakeholders meetings relate to this Project.
* #3 – “Creating/Updating/Printing OHV related maps and/or educational brochures/guides” – Only curriculum and training materials are to be identified within this deliverable. Reproduction of flyers/brochures for display (promotion/marketing of educational classes) are considered indirect Project activities as they do not directly relate to the scope of the Project. Applicant must remove language from this section. Indirect activities are to be identified in the Project Cost Estimate.
* #4 – Applicant must confirm interpretive signs and panels will be installed within Applicant’s jurisdiction and clarify the meaning of “authorized neighboring lands”.

***Project Description – All Others***

* No comment.

***Project Cost Estimate***

* Staff #1 “Staff-Instructor” – Applicant must provide the duties and/or activities to be performed on the Project. In addition, hourly rate appears excessive. Applicant must provide additional information how hourly rate was determined.
* Staff #2 “Staff-Instructor” – Applicant must provide the duties and/or activities to be performed on the Project. In addition, Applicant must clarify if instructor is a volunteer or a paid staff position.
* Material / Supplies #1, “Printed Materials” – Applicant must remove brochures/flyers (promotional materials) because they are considered indirect Project activities. Applicant must move activities and cost associated with the activities to the Indirect Cost category.
* Material / Supplies #2 “Safety Gear” – Applicant must provide additional details to justify the costs.

***Evaluation Criteria***

* #4 – Narrative does not support the selection. Applicant must list each partner separately and provide a detailed explanation how each partner will participate in the Project. In addition, Applicant must clarify if Equity focused organizations is a singular organization or made up of a groups of organizations.
* #6 – Narrative does not support the selections. Applicant must state the number of participants that attended the public meeting and state the virtual meeting platform used for the public meeting. In addition, for the stakeholder meeting, Applicant must provide the date of the stakeholder meeting, location, identify the stakeholders that attended the stakeholder meeting and explain how they are stakeholders to the Project.
* #7 – Narrative does not support the selection of “Testing process to ensure outcomes are effective”. Applicant must provide clearly identifiable and/or measurable elements to substantiate selection.
* #8 – Applicant’s narrative does not support the selections of “Social media”, “Outreach booths/Exhibits” and “Website”. These selections do not relate to the scope of the Project of teaching youth how to ride ATVs. In addition, narrative does not support the selection “Printed media”. Applicant must provide examples to support the selection.
* #9 – Narrative does not support the selection. Numbers are to be based solely on activities that relate to the scope of the Project.