**USFS - Sierra National Forest**

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).

**General Evaluation Criteria**

* #2 – 5 – Applicant must verify responses by final submission.
* #7b – Applicant must verify response taking into consideration volunteers are not eligible "patrol personnel" because they cannot issue citations.
* #9b – Applicant must further explain its methods to address soil issues.
* 11#b – Applicant provided data for 2019, however, Applicant must further clarify what is planned for the FY 2021 Grant Cycle.
* #13 – Applicant must verify responses by final submission.

**Ground Operations, G21-02-17-G01**

***Project Description - Background***

* No comment.

***Project Description – Project Description***

* No comment.

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

* #1 – Applicant should further clarify the Maintenance Level for the motorized trail and green sticker friendly roads.
* #7 – Applicant must verify if these special events are open to the public. If not, Applicant must remove mention to special events as work at a closed special event is not allowable under Ground Operation Projects and must adjust all line items in the Project Cost estimate to reflect removal of time.
* #9 – Applicant should provide additional information to clarify that this is outside of the grooming contract paid by the OSV program.

***Project Description – All Others***

**Location and Description of existing OHV Opportunities… 4970.10.1(d)(2)(D) –**

* Stewards of Sierra and Clovis Independent no longer have active grants under the Grants and Cooperative program. Applicant should revise.

***Project Cost Estimate***

* Applicant must define what BL and HS stand for in at least one line item.
* Staff #1 and 5 – Implementing “wilderness boundary management” is generally considered a Restoration function. Applicant must clarify how this activity relates to the scope of a Ground Operations Project. If activity is removed, Applicant must revise cost to reflect removal.
* Staff #6, “HS: Term Lead OHV Tech” – Applicant must clarify what “Instructs safe use of ATV’s and ROV’s” and “assists with instruction of chainsaw users” are and how they directly relates to the scope of a Ground Operations Project. Training is typically an Indirect activity because it does not directly relate to the scope of a Ground Operations Project. If it is training, Applicant must move this activity and any cost associated with this activity to the Indirect cost category.
* Staff #7, “HS: OHV/OSC Rec Tech Temp – Applicant must confirm position’s training/certification required to perform the duties of this position are not included in the quantity of hours stated in this line item. If so, Applicant must remove training/certification hours from this line item and move them to the Indirect category. Additionally, time for maintaining equipment and safe operation of vehicles are an Indirect activity. Applicant must move these activities and any cost associated with these activities to the Indirect cost category.
* Staff #10, 11, and 12 – Line items appear duplicative; Applicant must clarify how these line items are different from one another, as well as complete the notes as to each line items job duties.
* Staff #14, 15, 16 and 17 – Line items appear duplicative; Applicant must clarify how these line items are different from one another. Additionally in line #16 time for special events must be removed as they are not allowable under Ground Operation Projects.
* Staff #15, 16, 17, 24, 33 – Costs significantly increased compared to last submitted Grant Application. Applicant must provide additional details to justify the costs.
* Staff #31 “Volunteer Support” – Applicant must define what will be completed by these volunteers.
* Staff #34, “Volunteer and Staff Per Diem” – As described the title of this line item does not seem correct. Applicant must revise.
* Staff #35 “Field Staff” – Working on OHV club recreation events is not an allowable charge. Applicant must remove this duty and revise the line item cost accordingly.
* Materials / Supplies #2 and 12 – Line items appear duplicative; Applicant must clarify how these line items are different from one another. Additionally, Costs significantly increased compared to last submitted Grant Application. Applicant must provide additional details to justify the costs.
* Materials / Supplies #3 “Forest-Emp/Vol Personal…” – Costs significantly increased compared to last submitted Grant Application. Applicant must provide additional details to justify the costs.
* Materials / Supplies #6 “Forest Trailhead Signs/Info Boards” – Providing fire safety information generally considered ineligible activity in a Ground Operations Project. Applicant must clarify how this activity relates to the scope of a Ground Operations Project.
* Materials / Supplies #7 “Handtool Replacement” – Fuel containers and tie straps are indirect. Applicant must move these items and any cost associated with these items to the Indirect cost category.
* Materials / Supplies #8 “BL UTV/ATV Supplies” – Applicant must move line item to Equipment Use Expense. Additionally, Applicant must also clarify if this equipment was purchased within the Grants program. Per Program regulations only items purchased within the Grants program are eligible for repair parts/supplies.
* Materials / Supplies #17 “Forest signs on ML Mixed-Use Roads” – Applicant must provide additional information for the need of this line item and how the cost was determined.
* Equipment Use Expense All line items – Applicant must clarify if vehicle was purchase within the OHV Grants program as well as provide a methodology behind how each line item total was derived. Per Program regulations only items purchased within the Grants program are eligible for repair parts/supplies. Additionally Applicant must further define how all equipment items will be used on the Project.
* Equipment Use Expense #1 “Forest-Fleet Vehicle…” – Applicant must further define this line item and clarify the last two sentences.
* Equipment Use Expense #2 “Forest- NonFleet OHV Accs/Upgrades” – Applicant must further define this line item.
* Equipment Use Expense #4 “HS-Fleet/nonfleet…” – Applicant must further revise to split between fleet purchased and nonfleet purchased vehicles.
* Equipment Use Expense #12 “Forestwide Diesel/Gas” – Applicant must provide more information to ensure these vehicles are not duplicative of those line items being claimed as match mileage. Only mileage or fuel may be claimed.
* Equipment Purchase All line items – Applicant must provide more information for specific need of vehicles, as currently supplied equipment inventory list does not justify the need for additional Equipment.

***Evaluation Criteria***

* #2- Narrative does not support selections. Applicant must provide additional details and/or examples on how each addresses “failure to complete the Project will result in…”.
* #3 – Narrative does not support the selection of “Providing varied levels of riding difficulty”. Applicant must provide a detailed explanation for this selection.
* #4 – Narrative does not support the selections. It is unclear that the public meeting and stakeholder meeting were separate. It appears that the Dec 16th meeting was both the public and stakeholder meeting. If the Feb 10th meeting was the stakeholder meeting, Applicant must state who hosted the stakeholder meeting, identify the stakeholders and how they are stakeholders to the project. Additionally, Applicant must state which virtual meeting platform was used for each meeting.
* #5 – Narrative does not support the selections. Applicant must list each partner separately and provide a detailed explanation for how each partner will participate on the project.

**Development, Kamook Staging Area G21-02-17-D01**

***Project Description - Background***

* No comment.

***Project Description – Project Description***

* No comment.

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

* Applicant must clarify if the Project is a two-phased Project, selection of “Yes” indicates this is a two-phase Project. It appears based on the list of deliverables and the PCE, the environmental work has been completed and is not part of the Project.

***Project Description – All Others***

* No comment.

***Project Cost Estimate***

* Staff #1 “District OHV Manager” – Applicant must revise Project Cost Estimate to reflect staff wages at an hourly rate.
* #2 “Engineering Staff” – Applicant must revise Project Cost Estimate to reflect staff wages at an hourly rate.
* #5 “Heavy-Equipment Operator” – Applicant must revise Project Cost Estimate to reflect staff wages at an hourly rate.
* Contracts #2 “3/4 inch type 2 aggregate base rock” – Applicant must clarify how costs were determined and if contract includes installation. If the contract does not include installation, the line item must be moved to the Materials/Supplies category. The line items indicates installation of an ADA pathway. Applicant must clarify in the Project Deliverables whether an ADA pathway is a Project deliverable.

***Evaluation Criteria***

* #2.a. and 2.b. – Applicant must provide the date of Reference document that supports the selections.
* #4 – Narrative does not support the selections. Applicant must provide a detailed explanation how each vehicle type will directly benefit from this Project.
* #8 – The Project as listed in the Project deliverables section does not support directly improves or sustains existing OHV Opportunities.
* #10 – Narrative does not support the selection of “The Applicant initiated and conducted a publicly noticed meeting(s)…”. Applicant must provide a detailed explanation including date(s) of meetings, location(s), participants, how public was notified of the meeting, and who hosted the meeting. Meetings cannot be more than 12 months prior to filing the preliminary Application.
* #11 –Applicant must specify how “Ditch Bank Off-Road 4x4 group” will actively participate in the project.
* #12 – Narrative does not support the selection. Applicant must provide a detailed explanation for the primary funding sources for future operational costs associated with the Project.

#13 – Narrative does not support the selections. Applicant must clarify in the narrative box how offsite impacts relative to the Project Area have been addressed. Referencing attached documents do not qualify as a response.

**Education & Safety, G21-02-17-S01**

***Project Description - Background***

* No comment.

***Project Description – Project Description***

* No comment.

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

* #1 – “Classroom and/or field training” – Applicant must provide more details in regards to anticipated number of classroom and/or field education presentations conducted by the Project.
* #2 – “Educational Outreach” – Applicant must provide the number of public lectures, community workshops or events they anticipate attending.

***Project Description – All Others***

* No comment.

***Project Cost Estimate***

* Equipment Use Expense #1” Fleet vehicles and trailers” – Applicant must remove trailers and its associated costs as trailers no longer meets the definition of Equipment to be eligible for a use fee. However, if the trailers are to be rented, it may be added as a new line item in the Other(s) category but cost may not exceed what is removed from Equipment Use Expenses #1 line item. In addition, Applicant must also identify if the vehicles were purchased through the Grants program, as Equipment purchased through the program are not eligible for a use fee. Lastly, Applicant must identify the number and type of vehicles included in this line item.

***Evaluation Criteria***

* #4 – Narrative does not support the selection. Applicant must provide a detailed explanation how each partner will participate in the Project.
* #6 – Narrative does not support the selections. Public and/or stakeholder meetings must occur 12 months prior to filing the preliminary Application (March 1, 2021).
* #7 – Narrative does not support the selection of “Plan to implement the Project”. Applicant must provide clearly identifiable and/or measurable elements to substantiate selection.
* #8 – “Self-guided trials”, “Social media”, “Audio/video programs”, “Website” and “Other “do not appear to be part of the Project. Applicant must provide additional details in the Project description or Project deliverable sections to support the selections that correlates to the information provided in the narrative. In addition, Applicant must provide additional details how the selections (listed above) educational method relates to the scope of the Project. Lastly, Applicant’s narrative does not support the selections of “Hands on learning” and “Formal class setting”. Applicant must provide examples in the narrative to support the selections.
* #10 – Narrative does not support the selection. Data must align with information provided in evaluation criteria #8 and correlate with the response provided in the narrative of evaluation criteria #9.
* #11 – Project Description, Project Deliverables and narrative does not support selection. Applicant must clarify if the Project will provide ATV Safety Institute and/or Motorcycle Safety Foundation training to the public as part of the Project.