**Santa Clara County Parks and Recreation Department**

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.
* #4 – Narrative does not support the selection. Applicant’s data appears to be inaccurate; Applicant received an award of $696,329 (combined total for G22 Ground Operations, Education & Safety, and Law Enforcement). Applicant must confirm the total cost of agency’s OHV program includes Grant funds and operational budget.
* #11b – Narrative does not support the selection. ASI and MSF courses do not apply to this evaluation criteria question (receive credit for those types of courses on 11d). Applicant must provide more detailed and/or specific information to support the selection.
* #11d – Narrative does not support the selection. Applicant must confirm if approved training courses are provided to the public.
* #13 – Applicant must verify responses by final submission.

**Ground Operations G23-03-19-G01**

***Project Description - Background***

* No comment.

***Project Description – Project Description***

* No comment.

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

* No comment.

***Project Description – All Others***

* No comment.

***Project Cost Estimate***

* Staff #1 & 3 –Applicant’s notes are inaccurate and need to be revised. “Replace spectator bleachers” was in the prior year's Application and not consistent with this year’s Project deliverables.
* Materials / Supplies #2 “Water Systems” – Cost significantly increased compared to prior year’s Application. Applicant must provide additional details to justify the cost.
* Equipment Use Expenses #1 & 3 – Applicant must clarify how often in day(s) the piece of Equipment is expected to be used on the Project within a monthly basis.
* Equipment Use Expenses #4 “Articulating Loader” – Applicant must clarify how often in day(s) the piece of Equipment is expected to be used on the Project within a monthly basis. In addition, Applicant’s notes are inaccurate and need to be revised. Quantity and rate did not increase from previous year’s Application.

***Evaluation Criteria***

* #3 – Narrative does not support the selections of “Maintaining trails that provide for multiuse” and “Providing varied levels of riding”. Applicant must provide example(s) of the activities performed as part of the Project to support the selections.
* #4 – Narrative does not support the selection of “The Applicant held a meeting(s), held either in-person or virtual, with multiple distinct stakeholders…”. Applicant did not meet with multiple stakeholders.
* #6 – Project Description does not support the selection of “Site is completely fenced and has no impacts to natural and cultural resources”.
* #7 – Project Description and/or Project Cost Estimate sections do not support selections of “Paper used for trail maps which includes recycled content” are made with recycled materials.

**Education & Safety G23-03-19-S01**

***Project Description - Background***

* No comment.

***Project Description – Project Description***

* No comment.

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

* No comment.

***Project Description – All Others***

* No comment.

***Project Cost Estimate***

* Staff #1 "Park Services Attendant" – Applicant’s notes are inaccurate and need to be revised. Rate did not increase “nearly $9 per hour” compared to prior year’s Application.

***Evaluation Criteria***

* #4 – Narrative does not support selection. Applicant must further define how “ATV Safety Institute” is going to participate in this Education Project.
* #6 – Narrative does not support the selections. Applicant must explain how the public meeting was closed due to the storm damage; however, the stakeholder meeting was conducted at the same location. In addition, stakeholder meetings must have multiple distinct stakeholders. The Applicant only listed "Metcalf Trials Club."
* #7 – Narrative does not support the selection of “Objectives and outcomes”. Applicant must provide identifiable and/or measurable elements to substantiate the selection.
* #8 – Self-guided trails” and “Audio/video programs” are not an eligible selection, as it is not part of this Education and Safety Project. The narrative does not support the selection of "Hands on learning". Applicant must provide additional details in this section to support the selection.

**Law Enforcement G23-03-19-L01**

***Needs Assessment***

* No comment.

***Project Certification***

* No comment.

***Project Cost Estimate***

* No comment.

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