

2024 (G24) Grants and Cooperative Agreements Program Santa Clara County Parks and Recreation Department's Factual Findings

The information provided below is the OHMVR Division Factual Findings for this Applicant. The information provided reflects the OHMVR Division's review and determination of the Applicant's final Application.

For information regarding the appeal process, see Section 4970.17 of the [Grants and Cooperative Agreements Program regulations webpage](https://ohv.parks.ca.gov/?page_id=23747)
https://ohv.parks.ca.gov/?page_id=23747

General Evaluation Criteria:

- #1d – OHV Opportunity Ratio. Add 5 points.
- #6 – Applicant has been responsive. Add 3 points.
- #11b – Narrative does not support the selection. The Applicant did not provide detailed and/or specific information to support 5–19 organized, scheduled events. ASI and MSF courses are not included in this question as they are covered in 11d. Deduct 1 point.

Ground Operations: G24-03-19-G01

Project Description – Background

- No change.

Project Description – Project Description

- No change.

Project Description – List of Project Deliverables

- No change.

Project Description – All Others

- No change.

Project Cost Estimate

- Staff #1 "EH Park Maintenance Worker" – The Applicant removed "Inspect and repair barriers and fencing." activities from the line item but did not reduce the line item total. The Applicant listed twenty-six (26) Project activities for this line item. Removing one (1) activity reduces the line-item total by 4%. Deduct \$1,294 from Grant and \$455 from match. The revised total for this line item is now Grant \$31,067 and match \$10,916.
- Staff #2 "Park Maintenance Worker" – The Applicant removed "Inspect and repair barriers and fencing" activities from the line item but did not reduce the line item total. The Applicant listed twenty-six (26) Project activities for this line item. Removing one (1) activity reduces the line-item total by 4%. Deduct \$3,365 from Grant and \$1,182 from match. The revised total for this line item is now Grant \$80,763 and match \$28,377.
- Staff #3 "Senior Park Maintenance Worker" – The Applicant removed "Inspect and repair barriers and fencing" activities from the line item but did not reduce the line item total. The Applicant listed twenty-six (26) Project activities for this line item. Removing one (1) activity reduces the line-item total by 4%. Deduct \$1,747 from Grant and \$614 from match. The revised total for this line item is now Grant \$41,926 and match \$14,731.
- Staff #7 "Park Natural Resource Planner" – Creating an "initial" Soil Compliance Plan and Habitat Management Program report are ineligible Project expenses as they occur outside of the Project Performance Period (reports are due with the submittal of the final Application). The Applicant listed two (2) Project activities. Removing one (1) activity reduces the line-item total by 50%. Deduct \$1,485 Grant and \$522 match. The revised total for this line item is now Grant \$1,485 and \$522 match.
- Contracts #1 & 2 – Contingent line item: The Applicant must clarify the source of match.
- Equipment Use Expenses #3 "Skid Steer 3ft wide tool" – Contingent line item: To justify using monthly usage as the "Unit of Measurement" instead of daily usage, the Applicant must include the cost savings achieved by using a monthly basis. This should be presented similarly to how the savings were listed for Equipment Use Expenses #1, 2, and 4.
- Indirect Costs #1 "Insurance, utility, phone" – The Applicant has now exceeded the 15% maximum allowable. Deduct \$1,184 Grant. The revised total for this line item is now \$30,601 Grant and \$11,169 match.

Revised Totals:

Grant Request: \$309,072

Match: \$109,014

Total Project Cost: \$418,086.

Evaluation Criteria

- #3 – The narrative does not support the selections of "Providing traffic control and/or educational signage" and "Providing varied levels of riding difficulty". The

Applicant did not provide examples of Project activities being performed that support the selection. Deduct 4 points.

- #4 – The narrative does not support the selection of "The Applicant held a meeting(s), held either in-person or virtual, with multiple distinct stakeholders...". The Applicant only met with one (1) stakeholder group. Deduct 1 point.
- #5 – The Project Description and/or Project Cost Estimate sections do not support the selection. The Applicant did not provide additional information in one of these sections on how each organization will actively participate towards the completion of the Project. Deduct 1 point.
- #6 – The Project Description does not support the selection of "Site is completely fenced and has no impacts to natural and cultural resources". Deduct 3 points.
- #7 – The Project Description and/or Project Cost Estimate sections do not support the selection of "Paper used for trail maps which includes recycled content" are made with recycled materials. The Applicant states "will be requested", which implies it may not be used. Deduct 1 point.

Education and Safety: G24-03-19-S01

Project Description – Background

- No change.

Project Description – Project Description

- No change.

Project Description – List of Project Deliverables

- #1 – The Applicant must provide additional information on the number of "on-demand rider education" courses that will be conducted and the time required to complete each one.
- #2 – The Applicant must remove the language of "develop and update of trails maps" in this Project as those activities are performed in the Ground Operations Project under Staff line item #6 "GIS Analyst".

Project Description – All Others

- No change.

Project Cost Estimate

- No change.

Evaluation Criteria

- #3 – The Applicant has been responsive. Add 3 points.

- #4 – The narrative does not support the selection. The Applicant did not provide additional information on how each partner will actively participate toward the completion of the Project. Deduct 2 points.
- #6 – The narrative does not support the selection of "The Applicant held a meeting(s), held either in person or virtual, with multiple distinct stakeholders...". The Applicant did not meet with multiple stakeholders. Deduct 1 point.
- #9 – The narrative does not support the selection. While the Applicant updated the narratives, the Applicant did not provide sufficient information on the total number of times individuals that are directly exposed to the message through the Project's educational methods identified in Question 8. The Applicant stated, "To ensure the more than 10,000..." but it does not verify the number of times individuals are directly exposed to the message. Deduct 3 points.
- #8 – The Project Description and narrative do not support the selections of "Outreach booths/Exhibits" and "Audio/video programs". The Applicant did not provide additional details in these sections to support the selections. In addition, the Applicant added the selection of "Social media" without receiving a Division or public comment. Deduct 4 points.

Law Enforcement: G24-03-19-L01

Needs Assessment

- No change.

Project Certification

- No change.

Project Cost Estimate

- No change.