**USFS - Cleveland 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.
* #7c – Narrative does not support “Education programs, maps…" Applicant must explain how the education maps and brochures educate the public on “OHV trespass, including respect for private property”.
* #11a – Narrative does not support the selection of “Free literature to is provided…”. It is unclear if free literature describes safe and responsible OHV recreational practices.
* #13 – Applicant must verify responses by final submission.

**Ground Operations, North G23-02-02-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 #2 & 3 – Applicant’s notes are inaccurate and need to be revised. Rate did not increase from previous year’s Application.
* Staff #8 “Volunteers” – Applicant must clarify what "unauthorized route mapping” is, as it appears to be a Restoration activity.
* Materials / Supplies #1 “Personal protective equipment” – Applicant must clarify the need for this line item. Applicant stated in previous year’s Application they were supplying two sets of equipment for OHV manager and subsequent recreation staff.
* Equipment Use Expenses #2 & 4 – Applicant is reminded Equipment fuel expenses are reimbursed based on actual cost, not per mile charge. If applicable, Applicant must describe in the notes section how fuel costs were determined (a per mile charge provided for the methodology would be acceptable) and change the unit of measurement to “Each” or “Miscellaneous.”
* Equipment Use Expenses #3 “OHV Maintenance” – Applicant is reminded Equipment not purchased through the Grants Program are not eligible for regular maintenance expenses. Applicant must clarify what “purchased with prior year funds” means.

***Evaluation Criteria***

* #3 – Narrative does not support the selections of “Maintaining Trails that provides for multi-use” and “Providing varied levels of riding difficulty”. Applicant must provide example(s) of Project activities being performed that support the selections. In addition, Project Description section does not support the selection of “Providing varied levels of riding difficulty”.

**Ground Operations, South G23-02-02-G02**

***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***

* Contracts #2 “Toilet Vault Pumping” – Applicant’s notes are inconsistent on number of permanent bathroom facilities with the Quantity (“Qty”) in the line item. Applicant must revise notes description or QTY to match. Applicant must clarify the number of facilities.
* Contracts #4 “Excavator Rental “weekly rate” – Applicant must clarify how often in day(s) the piece of Heavy Equipment is expected to be used on the Project within a weekly basis. In addition, Heavy Equipment rental cost are not considered contracts. Applicant must move this line item to the Equipment Use Expenses category.
* Materials / Supplies #1 “Janitorial/Cleaning Products” – Cost significantly increased compared to prior year’s Application. Applicant must provide additional details to justify the cost.
* Equipment Use Expenses # 3 “WCF Polaris Ranger UTV Ownership Rate” – Applicant is reminded Equipment purchased through the Grants Program are not eligible for a use fee. Applicant must clarify if Equipment was acquired through the Grants Program.
* Equipment Use Expenses #4 & 5 – Applicant’s notes are inconsistent on rate charge with the “Rate” in the line item. Applicant must clarify the rate. In addition, Applicant is reminded Equipment fuel expenses are reimbursed based on actual cost, not per mile charge. If applicable, Applicant must describe in the notes section how fuel costs were determined (a per mile charge provided for the methodology would be acceptable) and change the unit of measurement to “Each” or “Miscellaneous.”
* Others #1 “Preventive Maintenance and Repairs” – Applicant must separate out each type of equipment into its own line item (can combine weed eaters, t-post pounder, generator, water pump into the same line item). In addition, cost significantly increased compared to prior year’s Application. Applicant must provide additional details to justify the cost.

***Evaluation Criteria***

* #3 – Narrative does not support the selections of “Providing traffic control and/or educational signage” and “Providing varied levels of riding difficulty”. Applicant must provide example(s) of Project activities within the Application being performed that support the selections.