







Discussion Topics

- Governing regulations
- The HMP explained
- OHMVR Division HMP review
- CEQA, NEPA documentation



Public Resources Code §5090.50

- All grants and cooperative agreements involving ground disturbing activities in areas open to legal OHV use shall be subject to the uniform application of soil and wildlife habitat protection standards specified in section 5090.53.




Requirement to Implement HMP

- All Applicants receiving funds for conducting a Project with Ground Disturbing Activities in an area open to legal OHV use* must implement the HMP and report monitoring results at project closeout.

* HMPs typically do not apply to restoration projects because restoration primarily occurs in areas closed to legal OHV use.



Project Area -- Definition

Project Area means the physical boundaries within which the activities will be performed as described in the Project Agreement. It typically is the area that encompasses the OHV trail system and associated facilities (staging areas, picnic areas, campgrounds, etc.).



Area of Project Effect

Make sure to use the correct geographic extent when considering potential effects:

- Potential effects are not limited to the immediate physical ground disturbance footprint of the funded Project but include the area possibly affected by the Project activity, e.g.:
 - Noise from OHV use
 - Dust caused by travel on dirt roads
 - Erosion and downstream sedimentation



Area of Project Effect (cont.)

- The HMP must consider both the funded Project activities and the use directly facilitated by those activities, e.g.:
 - Both the trail maintenance and the OHV use on all parts of the trail being maintained with OHV funds.
 - Maintenance and use of the staging area.
 - Maintenance and use of open areas.
 - New development and future use by OHVs



Who must prepare a HMP?

All Applicants submitting a proposed Project involving **Ground Disturbing Activities** shall address HMP requirements. (§4970.06.2).

- **Ground disturbing** activities typically include use of heavy equipment and involve grading land, installing culverts, & hardening streams.
- Applicants submit just one HMP for the entire application, encompassing all Project Areas for every Project with **Ground Disturbing Activities**... (§4970.02.2)



Part 1: One Question

Part 1 asks:

Can the Applicant certify that none of the proposed Projects with **Ground Disturbing Activities** in [areas open to legal OHV Recreation](#) contain any risk factors to special-status species and/or sensitive habitats?

If answer is Yes, you are done with HMP. **Please be absolutely certain that this is the case and make sure your ERDS responses support the conclusion.**



Determination for HMP Part 2

- If you cannot certify that the project will not effect special status species (a NO answer), you must complete HMP Part 2.



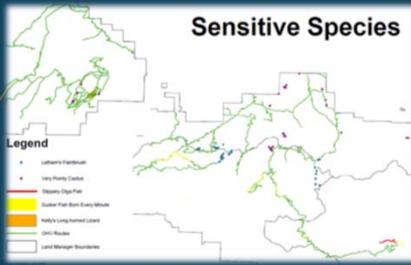

Addressed by HMP?

- If answer is Yes: The species must be addressed in subsequent tables. Use the same species name throughout the HMP.
It's ok to lump similar species by habitat in tables (riparian birds, serpentine plants) as long as all are clearly addressed.
- If answer is No, explain why. These species should not appear in subsequent tables.



Part 2, Section III, Maps of the Project Area

Maps must show how Project activities relate spatially to each species addressed.



Part 2, Section IV, Table 3. Data and Management Program

For each species, Table 3 must describe:

- Relevant information as to known occurrence
- Methodology used to obtain occurrence information
- Concerns, risks, or uncertainties related to OHV Use
- Management objectives
- Management actions
- Success criteria



Table 3. Data and Management Program Examples

Concerns/risks/uncertainties

- Degradation of salmon spawning habitat from OHV use through stream crossings.
- OHV users go off trail and crush special status plants.

Management objectives:

- Keep sediment out of the streams.
- Eliminate off trail use near special status plant populations.



Table 3. Data and Management Program Examples (cont.)

Management actions:

- Harden stream crossing.
- Install fence to keep OHVs on designated trails.

Success criteria:

- No additional sediment in the spawning gravels.
- No loss of above-ground growth of special status plants.



Part 2, Section IV, Table 4. Summary of HMP Monitoring Program

For each species, Table 4 describes:

Change detection monitoring
Effectiveness monitoring
Validation monitoring




Table 4. Summary of HMP monitoring program (cont.)

Change detection monitoring is:

- Qualitative monitoring to detect change caused by the Project or related OHV recreation. Its purpose is to identify problems affecting YES species (E.g., Are OHVs staying within hardened creek crossing? Are OHVs damaging special status plants?).
- If problems are found then management actions must be taken to resolve the problem. The monitoring documentation method must be specified (checklists, photos, reports).



Table 4. Summary of HMP monitoring program (cont.)

Effectiveness monitoring is :

Qualitative monitoring to document how well your management actions worked to resolve problems discovered during change detection monitoring (E.g., did updated bridge crossing prevent sedimentation of salmon spawning stream? Did the new fence keep OHV users from crushing special status plants?).



Part 2, Section IV, Table 5. Management Review and Response; Adaptive Management

For each monitoring methodology, describe:

- How monitoring information will inform management
- How data will be analyzed
- Management responses to the identified triggers
- Who plans the management response



Part 2, Section V, Previous Year's Monitoring Results and Management Actions

This section is only filled out if a HMP was previously in use in the Project area. It includes:

- Previous year's monitoring results (Table 6)
- Management actions based on monitoring results (Table 7)
- Management actions taken in response to public concerns (Table 8)



Report Results Effectively

- Table 6 must address species covered in Tables 2-5 of the applicable HMP for the Project. E.g., results for a G15 GO project would be included in a G16 HMP.
- Table 6 should state how each monitoring action described in the applicable HMP was implemented and what results were obtained.

Please be as clear and specific as possible. Feel free to attach monitoring reports, checklists, or other documentation.



Report Results Effectively (cont.)

- Table 6 must also state whether the objectives/ success criteria listed in the previous HMP's Table 3 were met.
- Do not simply state that you met the goal of getting out and monitoring.
- Table 7 must include management actions to be taken in the event that success criteria for a species was not met (as concluded in Table 6, column 3).



Hot Tip

- ▶ Grantees must report the results of HMP monitoring when requesting final Project payment. (§4970.24.1 (a)(4))
- ▶ Submitting applicable HMP Tables 6-7 satisfies this requirement.




CEQA, NEPA Compliance

- ▶ The OHMVR Division is required to comply with CEQA before approving each grant (§4970.06.1). Federal agencies must comply with NEPA and submit documentation at the final application stage.
- ▶ Other than for conducting environmental and Planning studies, or for law enforcement activities, no Project will be funded until a CEQA review has been completed for the entire Project.



CEQA, NEPA Compliance (cont.)

City, County, District, State and Non-profit Applicants fulfill CEQA Requirements by:

- ▶ Completing an Environmental Review Data Sheet (ERDS) in OLGA and
- ▶ Attaching a Notice of Exemption finding the project is exempt from CEQA, or attaching an adopted IS/MND with NOD, or attaching a certified EIR with NOD.
- ▶ Non-profits need only complete the ERDS.



CEQA, NEPA Compliance (cont.)

Federal Agencies and Federally Recognized Native American Tribes fulfill CEQA Requirements by:

- ▶ Completing an Environmental Review Data Sheet (ERDS) in OLGA and
- ▶ Attaching completed project-related NEPA documents, which must include a signed decision memo, finding of no significant impact, or record of decision.



CEQA, NEPA Compliance (cont.)

- ▶ To the extent a federal applicant knows a project going through NEPA compliance will be considered for an OHV Grant, the federal agency should include CEQA components in the NEPA document. This would streamline the CEQA process and allow Grantees to get funding more quickly.
- ▶ OHMVR Division staff and/or consultant can assist with this process.



Division HMP and CEQA Review

- ▶ The OHMVR Division has 45 days from final Application submission to determine whether all HMP and CEQA components are addressed. (§4970.06.2)
- ▶ If the OHMVR Division finds errors, omissions, or questions regarding the HMP or CEQA, a clarification memo will be prepared and emailed to the Applicant. A phone call will be made to assure memo was received.



Division HMP Review (cont.)

- Applicants have 10 calendar days to provide a written response.
- Applicants who do not provide requested clarifications to the OHVMR Division within 10 days may have their Applications returned without further processing.
- If you provided clarifying information in a previous grant period that would affect this year's project, make sure the changes are reflected in this year's HMP tables/ERDS responses.



Discussion and Questions



Contacts

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2008 Soil Standard

And how to comply specific to OHMVRD G18 Grant Program funded projects

by Ryan Miller

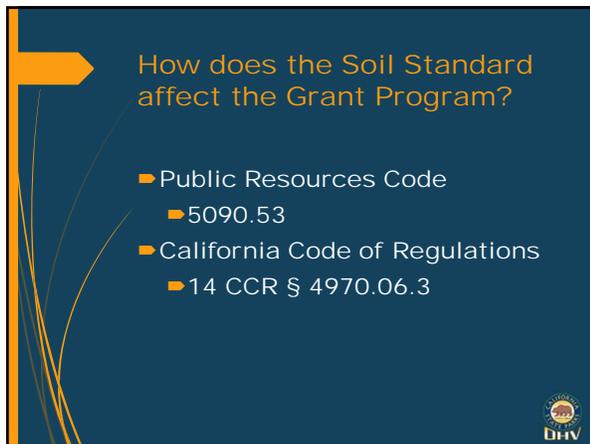




What is the Soil Conservation Standard?

- Off-highway vehicle (OHV) recreation facilities shall be managed for sustainable long-term prescribed use without generating soil loss that exceeds restorability, and without causing erosion or sedimentation which significantly affects resource values beyond the facilities. Management of OHV facilities shall occur in accordance with PRC, Sections 5090.02, 5090.35, and 5090.53.





How does the Soil Standard affect the Grant Program?

- Public Resources Code
 - 5090.53
- California Code of Regulations
 - 14 CCR § 4970.06.3



PRC 5090.53
 no funds may be grant or expended under the grants program unless all of the following conditions are met

- 5090.53(A)
 - "...the recipient has completed ... soil surveys..."
- 5090.53(B)
 - "...the recipient agrees to monitor the condition of soils ...in the project area each year in order to determine whether the soil conservation standards adopted pursuant to 5090.35 ... are being met.
- 5090.53(C)
 - "...the recipient agrees that, whenever the soil conservation standards adopted pursuant to 5090.35 are not being met in any portion of a project area, the recipient shall close temporarily that noncompliant portion, to repair and prevent accelerated erosion, until the same soil conservation standards adopted pursuant to Section 5090.35 are met.



14 CCR § 4970.06.3

- (c) In order to qualify for consideration of its application, all applicants submitting proposed projects involving ground disturbing activity shall submit a soil conservation plan that achieves the soil conservation standard with regard to the proposed projects(s). Applicants shall submit only one soil conservation for each application. The soil conservation plan shall encompass all project areas for every project with ground disturbing activities for which funding is requested.



What is required from grant applicants
 Soil Conservation Plans and Compliance Reports



Applicants with proposed Ground Operation and/or Development projects involving ground disturbing activities must provide a...

- Soil Conservation Plan
 - with final application
- Compliance Report w/ Action Plan
 - at project closeout

What should be in a Soil Conservation Plan?

- Proposed Project Area(s)
- Initial Assessment
- Maintenance plan
- Monitoring plan

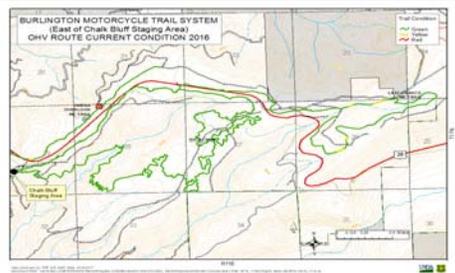
Why should the "project area" be clearly defined in a grant?

PRC 5090.53:
No funds may be granted or expended pursuant to section 5090.50, unless...

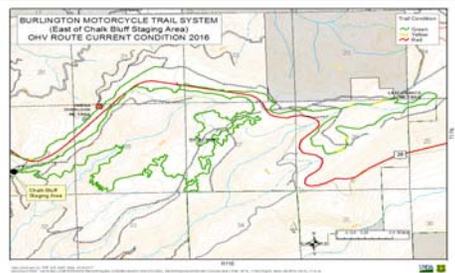
(c) If the project involves a ground disturbing activity, the recipient agrees that, whenever the *soil conservation standards* adopted pursuant to 5090.35 are *not being met in any portion of a project area*, the recipient *shall close temporarily that noncompliant portion*, to repair and prevent accelerated erosion, *until* the same *soil conservation standards* adopted pursuant to Section 5090.35 *are met*.

Initial assessment of a Soil Conservation Plan should include

- Color-coded trail evaluations that identify and quantify trail lengths to be repaired and/or maintained,
- Boundaries of OHV riding areas to be repaired and/or maintained, and
- Watercourse crossings and drainage control features used to disperse runoff and minimize sedimentation.



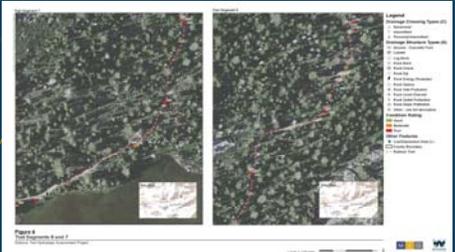
Green Yellow Red evaluations



Other examples of an initial assessment



Assessments applied to features besides trails



Legend

- Assessment Type 001
- Assessment Type 002
- Assessment Type 003
- Assessment Type 004
- Assessment Type 005
- Assessment Type 006
- Assessment Type 007
- Assessment Type 008
- Assessment Type 009
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- Assessment Type 100

Figure 4
Trail Assessment Results



Maintenance plan

- Schedule
- Type
- Equipment
- Documentation

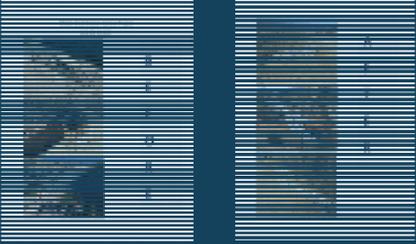


Monitoring procedures

- Methods
- Schedule
- Management
- Personnel



Documentation of maintenance activities and infrastructure improvements



Compliance Action Plan

- 1. A list of planned actions to be taken at an OHV Facility in consideration of continued adherence to the Soil Conservation Standard and the grant-funded work identified as completed in the Project Area.
- 2. A description of an area or areas within an OHV Facility where future projects are to be performed, including a brief description of the planned work.
- 3. The Compliance Action Plan can be referenced in subsequent OHV Trust Fund Grant Applications to identify future Projects that will provide coherency with completed grant-funded Projects.



Questions?

Get in contact with me at...

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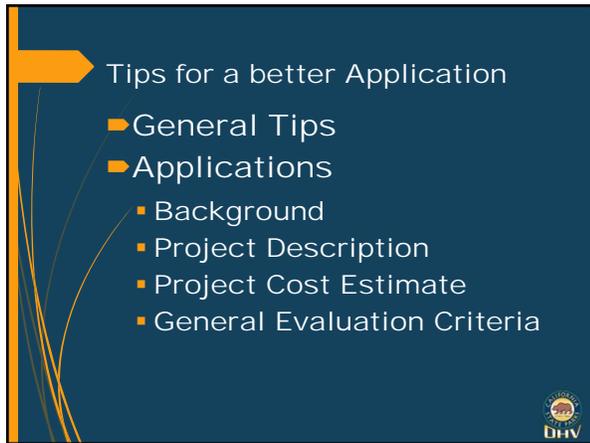




Tips for a better Application

Sixto Fernandez, Grants Manager
Martha Ibarra, Grants Supervisor

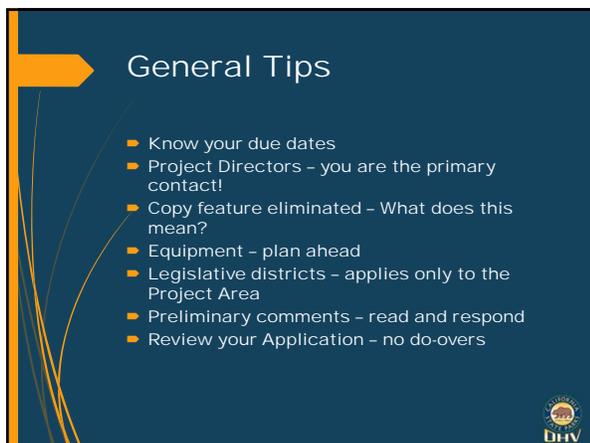




Tips for a better Application

- General Tips
- Applications
 - Background
 - Project Description
 - Project Cost Estimate
 - General Evaluation Criteria





General Tips

- Know your due dates
- Project Directors - you are the primary contact!
- Copy feature eliminated - What does this mean?
- Equipment - plan ahead
- Legislative districts - applies only to the Project Area
- Preliminary comments - read and respond
- Review your Application - no do-overs



Application Requirements - Background

- Tell us about your agency and/or Land Manager's org/program
 - Where are you located
 - What other types of recreation do you have
 - What should we know



Application Requirements - Project Deliverables

List of Project Deliverables

- Clear and concise - no fluff
- Breakdown each deliverable
- Two-phase projects
- Needs to correlate with the Project Cost Estimate
- Verbiage - be careful of terminology



Application Requirements - Project Description, *continued...*

- Relation of Proposed Project to OHV Recreation
 - What is the nexus
- Describe the size of the specific Project Area(s) in acres and/or miles
 - Keep it simple
- Location and description of OHV Opportunities
 - What type of OHV Recreation is available



Application Requirements – Additional Questions

- Rerouting
 - Does your project involve rerouting of any roads and trails?
 - Yes or No – your answer will affect possible criteria points
- District and County Information
 - Applies only to the Project Areas



Project Cost Estimate

General Tips

- Be clear on your line items
- Use the notes section
- Costs must relate to the Project Description
- Make sure costs are reasonable – be prepared to defend any item that does not seem reasonable
- If the Project Cost Estimate is significantly higher than in previous years, you must justify the increased costs.
- Make sure your cost estimate line item is tied to one of the deliverable items in the application.



Project Cost Estimate

Staff

- Identify appropriate job classification
 - Use the notes section if needed
- Must use hourly rate and quantity of hours
- Must be own staff vs a contractor



Project Cost Estimate

Contracts

- Identify contractor's activities
- Cannot be Applicant's staff
- Contractors cannot provide match as part of the contract
 - Use the notes section if needed
- Contracts are auditable



Project Cost Estimate

Materials & Supplies

- Identify items needed to complete the project
 - Use the notes section if needed

Equipment Use Expenses

- Major changes



Project Cost Estimate

Equipment

- Remember the new definition
- Plan ahead
- Restrictions for Nonprofits – see Section 4970.08(b)(12)
- Use the notes section if needed
- The need for equipment must be addressed in the Project Description



Project Cost Estimate

Others

- Identify costs not included in previous categories

Indirect Costs

- Costs for any activity that does not directly result in the completion of the project
- Must not exceed 15% of the total direct grant expenses
- Indirect Costs can vary from one project to another



General Evaluation Criteria

Problems/Concerns with various questions

- Question 2
- Question 6
- Question 7
- Question 11b
- Question 11d
- Question 13
- Question 14