

2025 (G25) Grants and Cooperative Agreements Program City of California City's Preliminary Application Comments

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. In addition, 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.

Failure by the Applicant to respond to any OHMVR Division comment of their preliminary Application may be cause for eliminating that item from the Applicant's final Application.

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).

General Evaluation Criteria:

- #12 – Narrative does not support the selection. Applicant must provide a valid URL address.

Education & Safety: G25-03-26-S01

Project Description – Background

- No comment.

Project Description – Project Description

- No comment.

Project Description – List of Project Deliverables

- #6 – Applicant should ensure the List of Project Deliverables is accurate and precise, listing only those Project activities that pertain to the corresponding Project deliverable title. Applicant must update the Project deliverable descriptions by eliminating any activities irrelevant to the deliverable title, relocating information to the appropriate deliverable title, removing any redundant language, and/or moving information to the Background or Project Description sections if more suitable.
- #9 – Applicant must remove "Provide sanitation supplies for First Aid Station building", as it is a Ground Operations activity.

- #10 – Applicant should ensure the List of Project Deliverables is accurate and precise, listing only those Project activities that pertain to the corresponding Project deliverable title. Applicant must move the activity "Provide EMT re-certification training for staff" to Project Deliverable #8.

Project Description – All Others

- No comment.

Project Cost Estimate

- Staff All line items – Applicant may only charge time when Staff are actively responding to OHV search and rescue missions. Applicant must clarify the percentage of use for active response to on-ground OHV search and rescue missions and adjust line item accordingly.
- Staff #4 "Fire Department Personnel" – Applicant must clarify if the Fire Department Personnel are part of the city or county personnel.
- Materials / Supplies #2 "Janitorial Supplies" – Purchasing janitorial supplies is not an eligible expense, as the supplies are being requested in the Applicant's Ground Operations Project.
- Materials / Supplies #3 "Safety Equipment" – Applicant must clarify the quantity of personnel requiring safety equipment, as the quantities are different. In addition, the cost of boots appears excessive. Applicant must further define how the cost was determined.
- Materials / Supplies #4 "Safety Equipment" – Line item appears duplicative of Materials / Supplies #3. In addition, PPE for riding is only eligible for staff of the Applicant. Applicant must remove the line item.
- Equipment Use Expense All line items – Applicant must describe in the notes section how the hours were determined. Applicant is reminded that Use Fees can only be charged/claimed for time actively working on an OHV related SAR mission and must adjust hours. In addition, Applicant must further clarify how the Equipment will be used on the Project and why Grant purchased Equipment for the Safety Project is not being used on these Project activities.
- Equipment Use Expense #1 "Equipment Rental Use Fee" – Applicant must justify the need for an engine, as it is unclear how it will be beneficial to OHV search and rescue missions.
- Equipment Use Expense #2 & 3 – Equipment appears duplicative. Applicant must provide additional information to support the need for the line items as well as provide information on how they are used on the Project.
- Others #1 "Computer System" – Cost appears excessive. Applicant must further define how the cost was determined. In addition, the line item is considered an indirect expense because it does not directly relate to the completion of the Project. Applicant must move the verbiage for this item and the cost associated with it to the Indirect Cost category.

- Indirect Costs #2 "Office Supplies" – Applicant must provide additional information to justify the cost increase for office supplies as its unclear how the purchase of a computer system would increase the cost by \$400.

Ground Operation: G25-03-26-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 #5 "Full Time Park Aide/OHV Clerk" – Cost significantly increased compared to the prior year's Application. Applicant must provide additional details to justify the cost. In addition, Applicant must clarify if "training seasonal park aides" is occurring in the field as on-the-job training, as training is typically an indirect or not an eligible Project activity.
- Staff #8 "Equipment Operator OT/Holiday Pay" – Line item "Quantity" (QTY) significantly increased compared to the prior year's Application. Applicant must provide additional details to justify the increase in QTY.
- Staff #11 "Full Time Park Aide/Clerk OT/Holiday Pay" – Applicant must clarify the need for this new line item as the Project's Deliverables did not significantly change from the previous year's Application.
- Contracts #3 "Digitech Alarm System" – Alarm system appears to be indirect activity as it does not directly relate to the completion of the Project. Applicant must explain how this activity directly supports the Project or move the verbiage for this activity and the cost associated with it to the Indirect Cost category.
- Equipment Use Expenses #3 "Equipment Rental Use Fee" – Applicant stated the pieces of Equipment are city owned. Applicant must provide the lessor of the local fair market rental rate or actual cost of using city Equipment. In addition, Applicant must provide justification and supporting evidence for selection of the unit of measurement. Applicant must include in its justification how the selection results in cost savings for the Grants Program.

- Equipment Purchase #1 "2025 John Deere 210G Skip Loader" – "2-year manufacturer warranty" is considered an indirect cost as it does not directly relate to the completion of the Project. Applicant must move the verbiage for this activity and the cost associated with it to the Indirect Cost category.
- Other #2 "Wall Air/Heat Units" – Quantity and cost appears excessive. Applicant must provide additional details to justify the quantity and cost.

Law Enforcement: G25-03-26-L01

Need Assessment

- Item #2 – Applicant is advised that patrolling for anything other than OHV Recreational activities is not eligible for Project activities as they do not have an OHV nexus.
 - For example, patrolling for the following is not eligible: illegal shooting, health and safety codes, municipal codes, penal codes, California Vehicle Codes not related to §38000, noise control not related to OHVs, trespassing.
 - The use of an OHV vehicle does not make it an OHV nexus.
- Item #3 – Applicant must provide additional details estimating the number of shifts per officer during the Project Performance Period.
- Item #4 – Applicant must clearly define the planned number of officers dedicated to OHV patrol, outline the number of days allocated for patrol (per week, considering weekdays, holidays, etc.), and the rank of personnel assigned to patrol duties.

Needs Enforcement Certification

- #2 – Applicant must provide additional detail describing how the proposed Project relates to OHV Recreation and will sustain OHV recreation, motorized off-highway access to non-motorized recreation, or OHV opportunities associated with the Project Area.
- #4 – Applicant must elaborate if event fees and additional costs/fees for privately sponsored events where sponsors have obtained a local permit are open to the public.
- #6 – Applicant must provide additional details identifying the curriculum used to train personnel in OHV safety and natural and cultural resource protection.

Project Cost Estimate

- Staff #1 "Law Enforcement Officers" and Staff #2 "Staff-Sergeant" – Applicant must clarify how many regular hours vs overtime hours are expected for the position.

- Staff #3 “Staff-Lieutenant” – Project is only allowed one first line supervisor. Applicant must move the line item to the Indirect Cost category.
- Equipment Use Expenses All line items – Grant funded Equipment was previously purchased to assist in completing Project specific activities. Applicant must justify the need for Equipment rentals, provide a descriptor for how each rental vehicle will be used on the Project, and state why it is not using OHV vehicles previously secured with OHMVR Grants instead of rentals on the Project.