

# 2026 (G26) Grants and Cooperative Agreements Program City of California City's Preliminary Application Comments

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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.

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).

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/Trailer 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)(11).

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## **General Evaluation Criteria:**

- No comment.

## **Ground Operations: G26-03-26-G01**

### **Project Description – Background**

- No comment.

## **Project Description – Project Description**

- The term “OSV” appears within multiple sections of the Application. As the Project Area is not known for snowfall or OSV recreation, it is unclear why this term has been included. Applicant must review and revise this section to remove any references to OSV activities that are not applicable to the Project Area, and ensure the language accurately reflects the scope of OHV Recreation proposed under this Project.

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

- #1 – The proposed number of OHV routes, trails, and roads has decreased compared to the prior year's Application; however, the Project Cost Estimate does not reflect a proportional reduction in costs. Applicant must provide a clear explanation justifying this discrepancy. In addition, Applicant must identify the specific locations where the “150 miles of routes and trails” and “80 miles of roads” will be maintained under this Project Deliverable. In addition, Applicant is reminded that monitoring is not an eligible activity under Project Deliverable #1 but should be included under Project Deliverable #7 or Project Deliverable – Other
- #4 – It is unclear whether the 10 shower stalls at Borax Bill Park will be operational during the Project performance period, as the showers appear to be currently out of service. Applicant must confirm the operational status of these Facilities and clarify whether they will be restored to service prior to or during the Project performance period.
- #11 – Applicant must identify which vehicle the requested Ford Explorer is intended to replace and confirm whether the vehicle being replaced was acquired with Grant funds or is agency-owned.

## **Project Description – All Others**

- No comment.

## **Project Cost Estimate**

- Staff #1 “Project Director/Manager” – Applicant must further justify the “full-time” hours being charged to this Project between direct and indirect time, as this position is also being included in hours on the other Applicant’s applications and/or Project(s).
- Staff #2-8 – It is unclear how 100% of these staff positions' time is being requested as a direct Project cost. For a City agency, it is generally expected that staff time includes agency-required trainings, administrative tasks, and other non-Project activities that are not directly related to the accomplishment of Project Deliverables. Applicant must carefully review the duties associated with each of these positions and ensure that any costs not directly related to accomplishing Project Deliverables are either moved to the Indirect Cost category or removed from the Application altogether. In addition, Staff #2 and 8 appear to be new

positions. Applicant must provide a clear justification for the need to add these positions and demonstrate how the associated costs are necessary and proportionate to the scope of work outlined in the Project Deliverables, given that the scope of work has not increased from the prior year's Application.

Furthermore, the percentage of staff time dedicated to Project Deliverables #1 is unclear. Applicant must clarify within the line item notes what portion of Staff time will be specifically dedicated to the maintenance of OHV trails and roads.

- Contract #3 “Parts and Maintenance Plan” – Applicant must provide a detailed description of all activities and services included in the proposed maintenance plan. In addition, maintenance plans of this nature typically reflect a premium service with added costs for convenience rather than actual maintenance needs. Applicant must provide documentation demonstrating that the cost does not exceed what the Applicant would otherwise incur if the work were performed outside of a maintenance plan. Alternatively, Applicant may move this line item to the Indirect Cost category or adjust the line item to include only costs directly associated with repair and/or maintenance activities.
- Equipment Use Expenses #1 & 2 - Applicant may only claim fuel at a per gallon rate. Applicant must revise line item to show a per gallon quantity, rate and a UOM of each without increasing the line item total. Additionally, Applicant is reminded that fuel receipts must be submitted to justify fuel costs.
- Equipment Use Expenses #3 “Equipment Rental Use Fee” – It is unclear how the vehicle use fees claimed do not exceed the Applicant's actual costs. Applicant must provide city-determined rates or supporting documentation substantiating the operating and fixed ownership costs for the vehicles listed in this line item. In addition, the number of days requested has increased compared to the prior year's Project; however, the total miles of routes, trails, and roads to be maintained has decreased. Applicant must provide a clear explanation justifying why a greater number of days is being requested to accomplish a reduced scope of work.
- Equipment Purchases #2 “Ford Explorer” – Applicant must better justify the need for an additional piece of equipment as the Applicant's equipment inventory shows enough Equipment to complete Project Deliverables.
- Indirect Costs #6 “Office Supplies” – The use of “etc.” in the line item notes does not provide sufficient detail to identify the items to be purchased. Applicant must specify each supply item to be purchased, as the current description does not clearly identify what materials are being requested. In addition, Office Supplies are also listed in the Applicant's Law Enforcement and Education & Safety Projects. Applicant must clarify how these line items are not duplicative of one another and provide a clear explanation of how the supplies will be distinguished and kept separate across each Project.

## **Education and Safety: G26-03-26-S01**

### **Project Description – Background**

- No comment.

## **Project Description – Project Description**

- Applicant’s Project Description should describe what the Applicant intends to do on the Project. Applicant must revise the Description to include a brief synopsis of what the Project entails.

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

- #7 – Applicant shall revise the Deliverable to include details to support the activities that occur within the search and rescue activities.
- #10 – Applicant shall remove the deliverable as it is not a unique Safety deliverable.

## **Project Description – All Others**

- No comment.

## **Project Cost Estimate**

- Project Cost Estimate All – Applicant shall revise the Project Cost Estimate to reflect the Kern County contract, as applicable to Kern County Staff and Equipment Use. Applicant is reminded that the total cost may not exceed what has been requested within this Application.
- Staff #1 “Park Aide” – “... responsible for incident reports, filing, and documenting...” appears to be an indirect cost. Applicant shall move this language and the costs associated to the Indirect Cost category. In addition, Applicant shall spell out the acronym “PARS”.
- Staff #2-4 – Hourly rate increased by over 20%. Applicant shall clarify the increase in the rate.
- Staff #5 “Volunteers” – QTY of hours and rate are switched. Applicant shall revise the line item to reflect a QTY of 200 hours at a rate of \$40.1400. In addition, Applicant shall clarify “traffic control” and “campsite visits” as they do not appear to be Safety activities.
- Others #1 “Can Am Tires” – Applicant must clarify how the Equipment will be utilized on the Project. In addition, Applicant must clarify if the Equipment was purchased with Grant funds.
- Indirect Costs #4 “Vehicle Maintenance” – Applicant shall clarify how many and which type of vehicles are requiring maintenance.

## **Law Enforcement: G26-03-26-L01**

### **Need Assessment**

- Item #2 – Applicant must provide further description including Include number of trails available for OHV Recreation, acres of open riding available that are being patrolled on, types of recreation vehicles that are being addressed while on

patrol, and any MOUs, Land Manager Letters or other document present for patrol on other lands outside of agency jurisdiction.

- Item #3 – Applicant must provide further description and specificity. Include the number of patrol shifts during the project performance period, outline the number of days allocated for patrol with consideration to weekends, major holidays or periods of high impact, and include a justification for the increase of days requested from previous applications.

### **Needs Enforcement Certification**

- #10 – Applicant must describe how it is meeting the law enforcement operational needs (patrol time, staffing levels, education, patrol vehicles, OHV patrol vehicles, call volume, response time, regulatory signage, etc.) of the OHV area's and/or OHV designated routes within its jurisdiction. \*§ 5090.53. Conditions for Grants or Encumbrance of Funds No funds may be granted or expended pursuant to Section 5090.50, unless all of the following conditions are met:(h) The recipient has included in its application a description of how it is meeting the operations and maintenance needs of any existing off-highway motor vehicle recreation facility under its jurisdiction.

### **Project Cost Estimate**

- Equipment Uses Expense #1, 2 & 3 – Applicant is estimating a total of 72 shifts for the project in Staff Time, split between 2 police officers and 1 sergeant. Applicant is claiming equipment use expense for a total of 130 days of patrol. Applicant must revise to match the patrol days listed in staff time. Additionally, Applicant has 2 Grant funded Law Enforcement vehicles to be used on project. Applicant is reminded that Grant funded vehicles must be utilized prior to claiming equipment use expenses on city owned vehicles. 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.