

# 2026 (G26) Grants and Cooperative Agreements Program Santa Clara County Parks and Recreation Department'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: G26-03-19-G01**

### **Project Description – Background**

- No comment.

### **Project Description – Project Description**

- The proposed Project appears to be duplicative of the Applicant's awarded R24 Project. Applicant must provide a detailed explanation clearly differentiating the scope of work proposed under this Project from that of the awarded RTP R24 Project and demonstrate that the associated costs are not being claimed under both Projects. In addition, Applicant must expand on the scope of work proposed in relation to the sediment ponds referenced in this section, including identifying the specific number of sediment ponds to be addressed and the nature of the work to be performed at each location.

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

- #1 – Applicant must clarify the meaning of "reconfiguration" in regard to trails and roads. Applicant must provide a detailed explanation of what the reconfiguration entails, why the activity is necessary, and how it directly benefits OHV users. 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
- #2 – Applicant must clarify the frequency at which the 3.5 miles of track will be maintained. In addition, Applicant is reminded that monitoring is not an eligible activity under Project Deliverable #2 but should be included under Project Deliverable #7 or Project Deliverable – Other.
- #3 – It is unclear whether open riding exists within the Project Area. If no open riding area is present, the activities described under this Deliverable are more appropriately categorized under Project Deliverable #4, and Applicant must relocate the associated costs and language accordingly. In addition, Applicant must provide greater specificity regarding the scope of work to be completed, including the quantity and location of erosion control features to be maintained and the size, in acres, of the proposed seeding and planting activities. Furthermore, Applicant must remove the costs and associated language related to "Water application and water system maintenance" from this Deliverable and relocate them to Project Deliverable #4. Lastly, Applicant is reminded that monitoring is not an eligible activity under Project Deliverable #3 but should be included under Project Deliverable #7 or Project Deliverable – Other.
- #4 – Applicant is reminded that landscaping maintenance around visitor facilities, offices, and parking lot are considered Indirect expense as they do not directly support the Project Deliverables. Applicant must ensure to move all costs associated with these activities to the Indirect cost category.
- #9 – Project Deliverable #9 is intended exclusively for Over Snow Vehicle (OSV) recreation and is not applicable to general OHV-related activities conducted

during the winter season. Applicant must review the activities described under this Deliverable and relocate them to the appropriate Project Deliverable(s).

- #10 – Applicant must clarify the frequency at which the trials area will be maintained.

### **Project Description – All Others**

- No comment.

### **Project Cost Estimate**

- Staff #1-3, 7-10 – The percentage of staff time dedicated to Project Deliverable #1, 2 and 3 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, roads, tracks, and open area.
- Staff #1-6, 9-10 – Applicant's notes are inaccurate and need to be revised. The cost did not increase compared to the prior year's G25 Application. In addition, the total amount of hours for Staff #1 is inconsistent with the line item's notes of 1040 hours. Applicant must clarify the correct number of hours for this line item.
- Staff #3–6 – The duties described across these positions appear to be duplicative. Applicant must provide a detailed explanation demonstrating how each position performs distinct, non-overlapping functions and justify why all four positions are necessary to accomplish the proposed monitoring activities. In doing so, Applicant must provide a specific breakdown of the monitoring activities assigned to each position, including the allocation of time dedicated to each respective monitoring activity. In addition, it is unclear why a Park Ranger is performing Habitat Management Program (HMP) monitoring, as this type of activity is not typically associated with Law Enforcement staff duties. Applicant must provide a clear justification for the inclusion of this activity under this position or remove the costs and verbiage.
- Staff #4 & 5 – It is unclear why staff time is being dedicated to "Tracks park amenities, boundaries." Applicant must clarify whether there are new park amenities or changes to boundaries that were not present or addressed in the prior year's Project, and demonstrate why this activity is necessary in the current Application. In addition, the duties described above appear to be duplicative of each other. Applicant must provide a detailed explanation demonstrating how each position performs distinct, non-overlapping functions and justify why both positions are necessary to accomplish the proposed activities, or remove the associated costs and language from one of the line items.
- Staff #7 & 8 - Applicant's notes are inaccurate and need to be revised. There are no contract line items in this proposed Project.
- Materials / Supplies #10 - "Trees, shrubs, seeds, and plants" - "Item support the public areas around restrooms, visitor center, and picnic area" is considered Indirect as it does not directly support the Project Deliverables. Applicant must move the costs and verbiage related to the specific areas to the Indirect cost category.

- Equipment Use Expenses #2–4 – It is unclear how the rental costs for these line items were determined. Applicant must provide a clear explanation of how the cost for each line item was calculated, including the applicable rental rate and the number of days each piece of Equipment will be utilized.
- Indirect Costs #1 "Insurance- utility-phone" - It is unclear how the cost for this line item was determined. Applicant must provide a clear explanation of how the cost was calculated. If helpful, Applicant may break this line item out into multiple Indirect Cost line items to clearly identify and separate the various costs associated with this line item.

## **Education and Safety: G26-03-19-S01**

### **Project Description – Background**

- No comment.

### **Project Description – Project Description**

- Applicant shall clarify the duration of each classroom/field training session. In addition, Applicant shall clarify what is being created, maintained and published to social media outlets as it is unclear.

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

- #1 – Applicant shall clarify if classroom or field trainings are being conducted as “and/or” is unclear. Additionally, Applicant shall clarify the duration of session(s). Lastly, Applicant shall clarify how many informational sessions the Park Rangers will conduct.
- #4 – Project Deliverable is duplicative of the duties outlined in Project Deliverable #3. Applicant shall remove this information from the section.

### **Project Description – All Others**

- No comment.

### **Project Cost Estimate**

- Staff 1 & 2 – Applicant shall remove “The current rate represents the most recent 3%...” as there was no rate increase from the previous year’s Application.
- Materials / Supplies #1 “Safety Protective Gear” – Applicant must revise the narrative to only list what is needed on this Project as “may include” is unclear. In addition, Applicant shall revise the quantity (QTY), Rate, and unity of measure (UOM) to reflect the quantity of jerseys being requested, the cost per jersey, and the UOM shall read as “EA”.
- Indirect Costs #1 “Utility-Insurance” – Applicant must clarify the total cost of the insurance, as the cost is also listed within the proposed Ground Operations and Law Enforcement Applications.

## **Law Enforcement: G26-03-19-L01**

### **Need Assessment**

- Item #1 – Applicant must state how they are reducing conflict between motorized and non-motorized users, how they are reducing resource damage or potential resource damage through proactive measures, and how they are reducing intrusions into wilderness, closed areas, or private property.
- Item #3 & 4 – Applicant states that one half time Patrol Ranger will be assigned October 1 – May 1 for Red Sticker Season. Applicant is advised that as of January 1, 2025, Red Sticker season was lifted and is now year-round. Applicant must revise this description.

### **Needs Enforcement Certification**

- No comment.

### **Project Cost Estimate**

- Materials / Supplies #1 “Safety Protective Gear” – Applicant must provide a breakdown on quantity and cost of each item included in the single \$5,000 line item and must include a narrative of this request in the Needs Assessment Section, Item #1.