

2026 (G26) Grants and Cooperative Agreements Program USFS - Cleveland National Forest'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. 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).

General Evaluation Criteria:

- No comment.

Ground Operations: G26-02-02-G01

Project Description – Background

- No comment.

Project Description – Project Description

- No comment.

Project Description – List of Project Deliverables

- #1 – It is unclear how frequently the Applicant intends to perform maintenance activities on all 8 miles of trails. Applicant must clarify whether the proposed maintenance will be conducted once during the Project performance period or multiple times throughout the year. 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.

Project Description – All Others

- No comment.

Project Cost Estimate

- All Staff Line Items – Due to recent federal staffing reductions, Applicant must confirm that all staff positions listed in this Application are currently filled prior to the final Application submission.
- Staff #1, 2, 7 & 8 – The percentage of staff time spent working on Project Deliverable #1 is unclear. Applicant must clarify what portion of staff time will be dedicated to the maintenance of OHV trails and roads within the line item notes.
- Staff #1 “OHV Manager” – The activity described as “Attending meetings to discuss needs and concerns, and to develop future plans for Wildomar” as noted in the “How the proposed Project relates to OHV Recreation” section of the Application appears to be an Indirect activity, as it does not directly contribute to the completion of the Project. Applicant must clarify whether staff time is being utilized for these meetings and explain how this activity directly supports the Project, or move the associated language and costs to the Indirect Cost category.
- Staff #7 “Volunteers” – Volunteer time is not an eligible Grant fund request. Applicant must move the associated costs to Match or remove this line item. In addition, Applicant must provide a clear explanation of how the line item cost was determined, including the number of miles of roads and trails, and the frequency of maintenance to be performed in relation to Project Deliverable #1. Furthermore, Applicant is reminded that “trail monitoring” is not an eligible activity under Project Deliverable #1 but must be included under Project Deliverable #7 or Project Deliverable - Other.

- Materials / Supplies #1 “Handtools” – “Trash bags, toilet paper, and cleaning supplies” are not considered handtools. Applicant must remove the cost and verbiage of these items to their own line item.
- Materials / Supplies #2 “Personal protective equipment” – The line item notes appear to have been copied from the previous year's Application and may no longer be accurate. For example, the Application restated that “helmet, goggles, and gloves ... were purchased last year.” Applicant must review and update the line item notes to reflect the current Application year. In addition, Applicant must clarify the need to request this line item on an annual basis, as the items listed typically have a useful life of more than one year.
- Equipment Use Expense #2 “Pickup Truck use rate” - Applicant may only claim fuel at a per gallon rate, not a per mile 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. Use rate includes ineligible items such as tires, lube and oil service, washing, mechanical inspections and repairs.
- Equipment Purchase #1 “Utility Terrain Vehicle” – Cost appears excessive relative to the limited scope of work outlined in this Project. With only 8 miles of trail maintenance proposed, it is unclear why the purchase of a new UTV is necessary to successfully complete the Project Deliverables. Applicant must provide a clear justification for the need to purchase this Equipment and demonstrate that it is reasonable and proportionate to the scope of work outlined in the Project Deliverables.
- Indirect Costs #1 “Grant Administration” – Is it unclear how the cost was determined. Applicant must provide a clear explanation of how the cost was determined. In addition, Applicant must change the unit of measure to reflect the quantity of hours and hourly rate used to determine the line item total.

Ground Operations: G26-02-02-G02

Project Description – Background

- No comment.

Project Description – Project Description

- Applicant’s notes are inaccurate and need to be revised. The proposed Project does not intend to fund "1 OHV Assistant Manager and 1 OHV technician for 365 days each as well as 1 OHV Manager for 243 days".

Project Description – List of Project Deliverables

- #1 – 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 – Applicant's response lacks sufficient detail regarding what the Project intends to accomplish. Applicant must provide additional information and clearly

outline the specific tasks to be completed in order to demonstrate how the Project Deliverables will be achieved.

Project Description – All Others

- No comment.

Project Cost Estimate

- All Staff Line Items – Due to recent federal staffing reductions, Applicant must confirm that all staff positions listed in this Application are currently filled prior to the final Application submission.
- Staff #1 & 2 – It is unclear how 100% of these staff positions' time is being requested as a direct Project cost. 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.
- Staff #1-3 & 8 – The percentage of staff time spent working on Project Deliverable #1 is unclear. Applicant must clarify what portion of staff time will be dedicated to the maintenance of OHV trails and roads within the line item note.
- Staff #4 “Biologist” – Preparation of the Habitat Management Program report is an ineligible Project expense as it occurs outside of the Project performance period (reports are due with the submittal of the final Application). Applicant must clarify if these activities are being conducted on the initial reports or completing the reports due at Project completion.
- Staff #6 & 7 – Creating and/or completing activities needed for the Soil Compliance Plan report are ineligible Project expenses as they occur outside of the Project performance period (the report is due with the submittal of the final Application). Applicant must clarify if they are completing activities for the initial report or completing activities necessary for the report that is due at Project completion.
- Staff #8 “Volunteer” – Applicant’s notes are inaccurate and need to be revised. The cost increase is largely due to the increase in hours. Applicant must provide a clear explanation justifying the increase in hours, including the specific locations and number of miles of roads / trails to be maintained in relation to Project Deliverable #1. It is unclear from the Project Description which agencies are responsible for maintaining which specific miles of road and trail.
- Materials / Supplies 8 “Gravel; road base and cold pat” – Applicant must justify the need for this line item as it was listed on the previous year's Application. In addition, Applicant must provide the specific areas undergoing treatment.
- Equipment Use Expenses #2 “Truck Fixed Owner” – The line item notes are inaccurate and must be revised. The line item description references a “truck,” while the line item notes describe costs associated with a UTV. Applicant must

clarify which vehicle type is being utilized for this line item and update the line item notes to accurately reflect the correct vehicle and associated costs.

- Equipment Use Expenses #3 “WCF Polaris Ranger UTV” – Compared to like Projects, the proposed costs appear to be excessive for this type of vehicle. Applicant must provide a clear explanation of how these costs were calculated, along with providing the appropriate FOR schedule with the Final Application submission.
- Equipment Use Expenses #5 “Truck Fixed Ownership Rate Fa.Maint” – Applicant may only claim fuel at a per gallon rate, not a per mile 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. Use rate includes ineligible items such as tires, lube and oil service, washing, mechanical inspections and repairs.
- Equipment Use Expenses #7 “Preventive Maint.” – Applicant must remove the cost and verbiage of “anticipated cost of replacing excavator tracks” as it was listed on their Application for the previous two years.
- Equipment Purchase #1 “UTV Side by Side” – It is unclear why an additional UTV is needed to achieve the Project Deliverables. Applicant is already claiming a use fee for an existing Polaris Ranger, which suggests that adequate Equipment is already available to complete the Project. Applicant must provide a clear justification for the need to purchase an additional UTV and demonstrate that it is necessary to successfully accomplish the Project Deliverables.
- Indirect Costs #3 “Training” – Cost significantly increased compared to the prior year’s Application. Applicant must provide additional details to justify the cost. In addition, “ATV or UTV instructor training” is an ineligible expense for Ground Operations Projects. Applicant must remove the cost and verbiage for this activity.