Department of Conservation and Natural Resources Bradley Crowell Director James Lawrence, Deputy Director Dominique Etchegoyhen, Deputy Director STEVE SISOLAK Governor



STATE OF NEVADA Off-Highway Vehicles Program 901 South Stewart Street, Suite 1003 Carson City, Nevada 89701 Telephone (775) 684-2794 Facsimile (775) 684-2715 www.nvohv.com



NEVADA OFF-HIGHWAY VEHICLES PROGRAM NEVADA DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES

2021 GRANT APPLICATION

(REQUEST FOR GRANT APPLICATIONS, APPENDIX A)

APPLICATIONS DUE November 16, 2020, 8:00 AM, PST

Please mail early; Applications postmarked prior to 8:00 am on November 16, 2020, but not received prior to that time are untimely and will not be considered.

SUBMIT: ONE FULL COLOR COPY, DOUBLE SIDED BY <u>MAIL OR HAND DELIVERY</u> (8.5" X 11" ONLY. MAPS MAY BE 11"X17" NO LARGER)

AND

ONE SINGLE ELECTRONIC FILE; PDF VIA EMAIL NNarkhede@ohv.nv.gov OR MEMORY DEVICE ENCLOSED WITH APPLICATION

TO: NEVADA DEPT. OF CONSERVATION AND NATURAL RESOURCES OFF-HIGHWAY VEHICLES PROGRAM ATTN: NIKHIL NARKHEDE 901 S. STEWART STREET, SUITE 1001 CARSON CITY, NV 89701

DO NOT ATTACH ITEMS THAT ARE NOT REQUIRED. DO NOT INCLUDE THIS PAGE WITH YOUR SUBMITTAL

For questions please contact: Nikhil Narkhede Program Manager (775) 684-2794 NNarkhede@ohv.nv.gov

NEVADA OFF-HIGHWAY VEHICLES PROGRAM 2021 GRANT APPLICATION Nevada Commission on Off-Highway Vehicles Nevada Department of Conservation and Natural Resources

This application has FIVE sections which are all REQUIRED to be filled out in full. To avoid disqualification, all application areas must be concise and complete; certifications must be signed and dated. Denied applications: correspondence will be sent to applicant by email describing the reason for declaring the application incomplete.

SECTION I - PROJECT AND APPLICANT INFORMATION

- 1. Project Name: ____Sierra Front Recreation Technicians______
- 2. Project Dates: *Expected Start*: _March 2021__*Expected Completion*: __November 2021_
- 3. Applicant Name: Great Basin Institute

Mailing address: 16750 Mt Rose Hwy, Reno NV 89511

Phone: (775) 675-4597

Email: kdose@thegreatbasininstitute.org

4. Classification of Applicant: (check one)

□ Federal □ State □ County □ Local/Municipal □ Other:_____

□ Partnership ⊠ Non-profit □ for Profit □ Individual

If the applicant is a corporate or legal entity, proof of good standing in the entity's state of incorporation is required. NAC 490.1345 (Note: grantees must have the capacity to implement and accomplish proposed project and properly administer awarded funds).



11/16/2020

Applicant Signature (Chairperson/President/Authorized Official) Date

5. Project Manager: Kevin Dose

Mailing address: 16750 Mt Rose Hwy, Reno NV 89511

Phone: (775) 674-5497

Email: <u>kdose@thegreatbasininstitute.org</u>

6. Classification of Land Control: (*check all that apply*)

 \boxtimes Federally managed public land \square Private Land \square County \boxtimes City

□ Other: _____

□ Lease; Attach copy of lease with expiration date.

□ R&PP; <u>Attach copy of lease with expiration date.</u>

If the proposed project is to be carried out on public land, attach any applicable written

agreement with any government entity having jurisdiction over that land, including permits,

leases, easements, and rights-of-way. NAC 490.135

7. Landowner: United States Forest Service (USFS), Bureau of Land Management (BLM)

Mailing address: _1536 S Carson St. Carson City, NV 89701_____

_____5665 Morgan Mill Rd. Carson City NV 89701_____

Phone: (USFS) 775.882.2766 (BLM) 775.885.6000

Email: __N/A_____

8. THE LANDOWNER MUST PROVIDE A LETTER STATING THAT:

(See example Appendix B)

- a) Landowner has read the Request for Grant Application package.
- b) Landowner agrees with the application and the terms of the grant.
- c) Landowner holds an interest in the subject land that is sufficient in scope and authority to allow the applicant to complete the proposed project and operate and maintain the proposed project after its completion.
- d) Landowner is legally committing to maintain the trail/facility and will allow public motorized access to such trail/facilities for 25 years or the normal life of the project; and
- e) Landowner agrees to provide any match or other tasks in the application that are assigned to Landowner.

The State may require the landowner/agency to be co-grantee on the grant agreement/contract.

9. Project Costs: (Please do not submit match not directly related to the project)

State OHV Grant Request: \$87,455 78%

Other Funds: \$24,326 22%

Total Project Amount: \$111,781 100%

What are the sources or Partners for your leveraged (other) funds?

 \Box Federal \Box Private \boxtimes In-kind \Box City/County \Box Other

Please describe additional funding source(s):

Type here: All work will be completed following Best Management Practices defined by the Land Manager. The land Manager will provide project oversight and specific materials if available. In addition, the project will leverage funds from Great Basin Institute's AmeriCorps grant, including \$6,192 in education awards paid to AmeriCorps Volunteers upon the successful completion of 900 hours of community service and \$18,134 in difference in recognized volunteer service labor value.

10. LETTERS OF SUPPORT FROM PARTNERS are required:

- a) Confirming they agree to the terms of the grant; and
- b) That they are committed to providing match/cash or other tasks in the application that are assigned to them.

Other letters of support are limited to three (3). Please attach them to the application.

- **11**. Project Type(s) (NRS 490.069 Sec.2c) check all that apply:
 - □ Studies or planning for trails and facilities;
 - o Environmental Assessments and Environmental Impact Studies.
 - Other studies _____
 - Acquisition of land for trails and facilities
 - Mapping and signing of trails and facilities
 - Reconstruction, enhancement or maintenance of existing trails and facilities
 - □ Construction of new trails and facilities
 - ☑ Restoration of areas that have been damaged by the use of off-highway vehicles.
 - ☑ The construction of trail features, trailheads, parking, or other ancillary facilities which minimize impacts to environmentally sensitive areas or important wildlife habitat areas.
 - Safety training and education related to the use of off highway vehicles and registration

□ Compliance and enforcement (See Appendix C, Enforcement Strategy example) *Note: Operations & management, and purchase or lease of equipment associated directly with a project are eligible.*

12. All **Trail USERS:** (check all that apply)

□ Mountain Biking	Hiking/Backpacking	Equestrian
⊠ Single track motorcycle	□ Snowmobiling	□ Snowshoe/ski
⊠ <mark>ATV quads</mark>	Dune buggy	🗵 UTV Side by side
□ Race Course	□ Skills riding course	

Please explain how you intend to manage user interactions:

While user interactions will not be affected by this project, on trail encounters will be improved by providing education about responsible passing, using hand signals, and safety tips. These materials will be dispersed using existing graphics agreed upon by the land manager and the OHV Program.

13. Scope of Work: Please describe *exactly* what work will be completed. Programs, planning, NEPA, surveys, mapping, include miles of trail, trail type and other quantitative goals including a timeline for completing the work. NAC 490.1375. If purchase of equipment is included, please explain where/how it will be housed and maintained. (In order to avoid duplication, **do not include** justification or narrative in this section; refer to Section V, Scoring Narrative).

Type here: This project is an interagency partnership between the NOHVP, BLM, and USFS, and GBI. NOHVP will manage the weekly operations of the project. USFS and BLM will provide training opportunities and input for the maintenance operations of this team. GBI will support recruitment, human resources, and project logistics including fleet management and safety program. GBI will also be responsible for administering the grant including completing quarterly grant progress reporting and requests for reimbursement.

Goals: Three goals of this partnership are: Improved maintenance of OHV Recreation Areas, professional development opportunities for individuals seeking careers in recreation management, and improved public relations through education of OHV Grants, registrations, and responsible recreation communications.

Operations: Three Recreation Technicians will work as a unit to maintain and enhance education, signing, and outreach at trailheads on the Carson districts of BLM and USFS, Humboldt Toiyabe National Forest. Each technician will be hired based on a unique

strength: Public speaking, Mechanically inclined, and Logistics coordination.

Weekly tasks include a tour of designated OHV Staging areas and day use sites to update/ maintain kiosk and trailhead signage, collect litter, illegal dumps, and graffiti removal. Education about the OHV grants and registrations will be optional for public lands visitors on site. This team will coordinate with the OHV Program to attend local events and provide more targeted education about OHV grants and registrations.

In addition to weekly rounds, the team will assist with larger projects under supervision of management staff. This workforce will supplement federal resources when completing vegetation management, recreation monitoring, and larger maintenance tasks like kiosk installations, building loading ramps, and various painting projects.

Finally, as a learning opportunity, this team will be encouraged to attend training, planning meetings, and management activities when hosted by federal partners.

Deliverables: 19+ Designated OHV sites will be maintained on a weekly basis with consistent signing in Northwestern Nevada. This partnership model will serve as a template for a statewide scale. The three technicians will receive career relevant trainings, and exposure to land managers Statewide recreation Staff.

14. Standards/Guidelines that will be applied to your project:

- Universal Access to Outdoor Recreation A Design Guide
- USFS Standard Specifications for Construction & Maintenance of Trails
- □ BLM Handbook 9114-1 Trails
- NOHVCC Handbooks

Other: _____

15. Has the applicant received funding from the OHV Program in the past?

 \square No \blacksquare Yes

Number of projects funded: 5

Amount of funding Received: \$453,973

Number of projects Completed: 3

SECTION II – LOCATION, MAPS, PHOTOS

Project Location:

County: _Douglas, Carson, Washoe_____ Nearest Municipality/Town/City: __Minden, Gardnerville, Carson City, Reno_____ Center of project: Latitude: Multiple Longitude: Multiple If the shape-files for the trail system are available, please submit them in the e-file. The shape-files of the trail will be required at project end. Program will assist in the collection of the data if needed.

MAPS ARE A VERY IMPORTANT PART OF THE APPLICATION. THEY ARE REQUIRED AND CONSIDERED PART OF THE FINAL AGREEMENT IF FUNDED. PLEASE PROVIDE READABLE, PROFICIENT MAPS.

Required Maps: for all maps please include a legend, north arrow, scale, and map name. Topographic maps preferred. You may include *additional* aerial/google maps.

- General location map (showing project area within the state or county)
- □ Topographic map (7.5 minute series quadrangle, 1:24,000 scale) with project boundary and map name Township:_____ Range:_____ Sections_____
- Detail map indicating specific project elements (e.g., structures, trail alignment)
 - Maps larger than 11x17 will not be accepted

Please attach the following photographs:

□ At least two (2) overviews of the project area from different angles and distances. (Good photographs at trail level and google aerials help the scoring committee to understand the location, depth and breadth of your project.)

SECTION III - Federal Lands or Other

Federal Environmental Compliance

A. If Federal funds or Land are a part of the project and NEPA was completed, indicate which

document was produced, and please attach the decision document to this application:

- $\square Record of Decision (ROD)$
- □ Finding of No Significant Impact (FONSI)
- □ Categorical Exclusion (CX)
- □ SHPO 106 compliance/concurrence letter.
- ☑ Other compliance documents already completed. (do not attached the EA or EIS)
- □ Not applicable

If NEPA or planning is a part of the project describe the steps in the Scope Section I, #13.

SECTION IV - BUDGET

Proposed Budget: Provide your budget details to include at a minimum the items in the following table. You may create your own spreadsheet.

- Your budget must align clearly with your scope of work from #13. Be specific, as your application will rate higher.
- Reminder: Include all sources of funds for the completion of the project including federal, in-kind, private/city/county and state funds.
- It is recommended that you attach copies of estimates to support your budget, and identify what each contract will include.

I. Labor				Hours		1040	
(1) OHV Ambassador Crew Supervisor			Н	ourly Per Tech		Total Cost	
Wage			\$	17.00	\$	17,680.00	
FICA			\$	1.30	\$	1,352.52	
Unemployment comp			\$	0.34	\$	353.60	
Workmen's Comp			\$	0.25	\$	259.90	
Health Insurance (Seasonal)			\$	2.01	\$	2,090.40	
Labor Cost with Fringe			\$	20.90	\$	21,736.42	
Fringe Cost			\$	3.90	\$	4,056.42	
				Hours		2080	
(2) OHV Program Regional Technician - 6 months				Hourly	0	Grant Request	
Living Allowance			\$	14.00	\$	29,120.00	
FICA			\$	1.07	\$	2,227.68	
Workmen's Comp			\$	0.04	\$	93.18	
Health Insurance Only			\$	2.01	\$	4,180.80	
Labor Co	st wit	h Fringe	<u> </u>	17.13	\$	35,621.66	
		ost Only		3.13	\$	6,501.66	
	ige C	Ost Only	Ļ	5.15	Ļ	0,501.00	
				Total Labor:	\$	57,358.08	
II. Project Equipment	Qu	antity	Unit Cost		Total Cost		
4x4 Project Vehicle		6	\$	685.00	\$	4,110.00	
PPE (uniform, gloves, etc)			\$	200.00	Ś	600.00	
Printed materials		1	\$	1.500.00		1,500.00	
Hand tools (Rake, loppers, shovel, brushes, tie downs, socket set, etc.)		1	\$	500.00		500.00	
Power tools (Chain saw, hammer Drill, etc.)		1	\$	1,000.00	\$	1,000.00	
Paint (Color matched USFS & BLM Colors)		1	\$	1,500.00	\$	1,500.00	
		1	Ļ	1,500.00	\$	9,210.00	
III. Travel & Training	0	antity		Unit Cost		Total Cost	
	- 40	6	\$	91.00	ć		
Lodging (2 nights/employee/visit x 3 visits)		-			•	546.00	
M&IE Per Diem (GSA Standard Rate for 3 trips)		9	\$	51.00	\$	459.00	
Technician Training Budget		1	\$	2,000.00	\$	2,000.00	
					\$	3,005.00	
III. GBI Administrative Cost					<u>,</u>	co 570 00	
Total Direct Costs				40.00%	\$	69,573.08	
Administrative Costs				19.20%	Ş	13,358.03	
IV. Mileage	Qu	antity		Unit Cost		Total Cost	
Project Vehicle Mileage		7800	\$	0.58	\$	4,524.00	
			Тс	otal Project Cost:	\$	87,455.11	
. Matching Contributions		Rate		Hours		Total Cost	
AmeriCorps Education Award	\$	3.44			\$	6,192.00	
Difference in Volunteer Service Rate	\$	10.07		1800	\$	18,133.56	
	Tota	al Match	ing Contribution		\$	24,325.56	
	Tota	al Projec	t Cos	st	\$	111,780.67	

THE SCORING CRITERIA ARE LISTED IN ORDER OF PRIORITY. Address the following Ten (10) criteria in the order listed below.

• Please tell us how your project/program meets each criteria.

- Be specific and concise with your answers.
- <u>Please submit no more than five (5) double-sided pages for your Narrative.</u>
- If attached additional pages, ensure the question being answered is referenced. (If not applicable, answer N/A.)
- 1. Law Enforcement Strategy that addresses registration enforcement, including Public Education & Outreach aimed at increasing renewals and new registrations: *Please describe how your project will increase the number of OHV registrations on the district. How will the equipment and time be used to increase OHV safety and awareness? What is your department's history of patrolling for safe OHV Recreation?*
- Three Recreation Technicians will travel as a unit and display education materials for the OHV registration program on existing kiosks and for dispersal to the public. OHV Rack Cards, registration applications, and grant awareness materials will be available to this team during their public interactions. The public education component will utilize existing materials produced by previous and current OHV Grant projects such as MXT Media's Marketing campaign.
- 2. Enhancement or Maintenance of existing trails and facilities: Describe the maintenance intervals for your project. How will maintenance needs be prioritized and how often will your project hold a maintenance/ trails enhancement event? HOW will your project be maintained and WHO has committed to the ongoing maintenance of the facility or trail.(note: a minimum of 2 maintenance/ trail events are required per year)
- Consistent maintenance of existing OHV Facilities is one goal for this project. Maintenance of designated OHV Trailheads includes, litter removal, and site/kiosk maintenance. Larger enhancements including painting, basic repairs, graffiti removal will all be completed based on land manager requests. Additionally, this team will be available for trainings that will certify them to help with larger management initiatives such as brush removal, construction, and weeds management. The certificates earned from this seasonal position will provide professional development for future career prospects.
- **3. Training:** *Please describe the goals and objectives of your public training program, i.e., Public Education, Rider Classes, Safety, Trail Building, or Outdoor Ethics. Number of people trained, contacts made, etc.*
- Public training from this team will be limited to hands off education during field encounters.
- **4. Trail mapping and signing of existing trails and facilities:** *If a mapping component is included in the grant, please describe how it will be integrated with the current web mapping application found on OHV.NV.GOV*

- Checking and updating public information is a focus of this grant project. Funding is requested for printed materials and backup materials to support potential vandalism. Sign enhancements will be limited to designated routes in proximity to a designated trailhead. Only maintenance will be performed and new signs will be limited to land managers discretion. Existing OHV informational handouts about Registrations and the Nevada Mapping Collaborative will be displayed on kiosks in accordance to the Land Manager's Signing plan.
- **5.** Connectivity/Loops: Please describe the increase in connectivity between trails, facilities and other locations that your project/program would provide or enhance when completed. Attach maps if necessary, i.e., towns, parks, areas, trails, etc.
- Keeping kiosks and signage standardized and up to date at OHV staging areas, day use sites, and Public Information centers will show active management. Encouraging users to visit off-highway vehicle attractions by referencing the statewide map database found at https://ohv.nv.gov/trails will increase connectivity between local riding areas.
- **6. Planning, Environmental Studies, Conservation:** *Describe how the environmental studies, conservation and/or planning will mitigate resources impacted by OHV recreation. How will your project contribute to the conservation of our natural resources?*
- Up to date information about open OHV areas and clean staging areas will instill an attitude of conservations on public lands. The education component combined with consistent boots on the ground cleanup and monitoring efforts will encourage a conservation mindset from public lands users. A focus on OHV staging areas is necessary as they are readily accessible by large vehicles and are frequently abused.
- **7.** Access: Please describe how your project/program ensures protection of access. Explain what access/opportunities would be lost or restricted if the project doesn't occur.
- This project is pivotal to protect OHV access. OHV Staging areas are accessible and commonly border large swaths of public lands. This makes them easy target for illegal dumping, an accelerant to land closures. By providing proactive maintenance and upkeep of these areas, illegal dumpers will be discouraged from dumping in the area.
- 8. Partnering and Leverage: Please describe coordination that has occurred with stakeholders, partners, and the public in which all interests have had an opportunity to be heard related directly to this project/program.
- This interagency partnership between NOHVP, BLM, USFS, and GBI is a pilot project that will require strong communication and coordination throughout implementation. The partners are committed to coordinating efforts across land manager jurisdictions that will increase project efficiency. In addition, the partners will maintain communication with local trail enthusiast groups including Pine Nut Mountains Trail Association and Biggest Little Trail Stewards to ensure public interests are heard and considered throughout project implementation.
- **9. Economic Integration:** *Please describe how your project/program increasing Off Highway Motorized recreation in Nevada develops outdoor recreation opportunities that help local,*

regional, or state economies grow (e.g., economic impact, additional OHV funding sources, improved user or business group participation, Road use resolutions and OHV friendly Communities.)

- Clean, well maintained recreation areas in urban interfaced public lands attracts new business. Employers want to attract new talent by marketing the recreation opportunities of their local community to prospective hires. World class OHV Recreation in Nevada will attract more business to the communities that market it well.
- **10. Demand for New Facilities:** *Please provide justification for NEW facility/program development: restrooms, trails, signs, and other amenities.*
- New facilities will be developed at the land manager's discretion. The intent is to complete basic improvements to refresh existing sites and supplement trailhead facilities with new construction only as needed and approved.



Carson Ranger District 1536 South Carson Street Carson City, NV 89701 775-882-2766

File Code: 1580 Date: November 10, 2020

Nevada Off-Highway Vehicles Program Department of Conservation and Natural Resources 901 S. Stewart Street, Suite 1003 Carson City, Nevada 89701

Dear Commissioners:

I am writing in support of the Great Basin Institute (GBI) and their grant proposal to hire seasonal staff to maintain and enhance education, signing, and outreach at existing trailhead on both Forest Service and BLM managed lands. The work proposed for implementation aligns with our mission, provides a worthwhile community project and works toward the goals of our partnership with GBI.

The project will include management of designated OHV Staging areas and day use sites to update and maintain kiosk, trailhead signage and system motorized trails, collect trash, clean up illegal dumping, and remove graffiti. Seasonal staff would also educate the public about OHV grants and vehicle registration, coordinate with the OHV Program and attend local events. In addition to managing trails and trailheads, the crew will also assist with NEPA projects under supervision of management staff.

I have read and support the Request for Grant Application package and agree with the terms of the grant. I hold interest in the subject land that is sufficient in scope and authority to allow the applicant to complete the proposed project to operate and maintain Forest Service and BLM System trails. The Humboldt-Toiyabe National Forest is legally committed to maintaining the motorized trail system in partnership with GBI and will allow public motorized access to such trails over the next 25 years, or the normal life of the project, whichever is greater. I also agree to provide any match or other tasks in the application that are assigned to the district.

The project is located on federal land and is in conformance with the appropriate land management permits, licenses, clearances, and Federal environmental analyses documentation necessary to comply with local, state and/or Federal laws specifically, NRS 490.096.

If you have any questions please contact Brian Hansen at 775.884.8140, brian.c.hansen@usda.gov

Sincerely,

MATTHEW D. ZUMSTEIN District Ranger





United States Department of the Interior



BUREAU OF LAND MANAGEMENT Sierra Front Field Office 5665 Morgan Mill Road Carson City, Nevada 89701 http://www.blm.gov/nv

In Reply Refer To: GBI Trailhead Project

Nevada Off-Highway Vehicles Program Department of Conservation and Natural Resources 901 S. Stewart Street, Suite 1003 Carson City, Nevada 89701

Dear Commissioners:

I am writing in support of the proposed the Great Basin Institute (GBI) and their grant proposal to hire seasonal staff to maintain and enhance education, signing, and outreach at existing trailhead on both BLM and Forest services managed lands. The work proposed will enhance opportunities for recreation access and aligns with our mission, provides a worthwhile community project and works toward the goals of our partnership with GBI.

The grant would provide funding for management of designated OHV Staging areas and day use sites to update and maintain kiosk, trailhead signage and system motorized trails, collect trash, clean up illegal dumping, and remove graffiti. Seasonal staff would also educate the public about OHV grants and vehicle registration, coordinate with the OHV Program and attend local events. My staff are prepared to support project partners in completing National Environmental Policy Act requirements (NEPA), Section 106 of the National Historic Preservation Act (NHPA), and related studies if needed.

I have read the application and acknowledge all responsibilities assigned to the BLM in this grant application/project proposal. The proposed maintenance actions on federal land (BLM) will be in compliance with all applicable laws, including NEPA and Section 106 of the NHPA. BLM is committed for the next 25 years to maintain the trailhead and the facilities that this grant will support.

If you have any questions please contact Dan Dull at 775.885.6020, <u>ddull@blm.gov</u>

Sincerely,

Kimberly D. Dow

ActingField Manager Sierra Front Field Office