



NEVADA OFF-HIGHWAY VEHICLES PROGRAM GRANT APPLICATION

Nevada Commission on Off-Highway Vehicles
Nevada Department of Conservation and Natural
Resources

This is only a reference copy – do not use this to apply

Applicant Information

Organization Name: _____

Contact Person: _____
Name *Title*

Mailing Address: _____
Street Address *Unit #*

City *State* *Zip Code*

Phone: _____ **Email:** _____

I understand that any funding awarded by the program may be terminated at anytime if the recipient fails to comply with program regulations, or the terms of a funding agreement. The applicant understands the program may upon notice to an award recipient terminate a funding award at anytime if funding becomes unavailable. **Yes - No**

By submitting this grant application, I acknowledge that the Department of Conservation and Natural Resources may terminate grant funding for cause which may include grants that no longer effectuate program goals or agency priorities. **Yes - No**

By submitting this grant application, I acknowledge that any current or future litigation brought against the State of Nevada or its political subdivisions may result in ineligibility for funding or termination of an active grant. **Yes - No**

I have read and acknowledge the requirements stipulated in the program regulations available at: <https://ohv.nv.gov/grant-program>. As an applicant my organization will be able to meet program requirements. **Yes - No**

Please describe your organization?

Please note: 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).

Proof of standing can be obtained at www.nvsilverflume.gov/home. Proof of standing must be current to the year of application.

Proof of standing with the state PDF upload

Has the applicant previously received OHV Grant Program funding?

No Yes

Does the applicant currently have open grants from the Nevada OHV Program?

No Yes

Number of projects funded: _____

Amount of funding received: \$ _____

Number of projects completed: _____

Project Information

Project Name: _____

Select all that describes the project type(s) NRS 490.069 Sec.2c?

<input type="checkbox"/>	Studies or planning for trails and facilities	<input type="checkbox"/>	Construction of OHV trails or facilities
<input type="checkbox"/>	Mapping and signage	<input type="checkbox"/>	Restoration of areas damaged by OHV’s
<input type="checkbox"/>	Acquisition of land for OHV trails and facilities	<input type="checkbox"/>	OHV safety training and education
<input type="checkbox"/>	Enhancement, maintenance, or both of OHV trails and facilities	<input type="checkbox"/>	OHV and NRS 490 compliance and enforcement
<input type="checkbox"/>	Construction of trail features to minimize impacts on environmentally sensitive areas or important wildlife habitats		

Project Cost (grant request and matching funds directly related to the project. Match is not required but will be considered in scoring)

OHV grant request	\$
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Total match provided	\$
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Please describe match sources, partnerships, and type:

Please list all user group(s) able to utilize this project:

If applicable, please explain how this project will aid with managing user interactions:

Type here:

Proposed Scope of Work

Please describe exactly what work will be completed. Include trainings, planning, NEPA, surveys, mapping, miles of trail, trail type and any other pertinent information (NAC 490.1375). If purchase of equipment is included, please explain where/how it will be housed and maintained.

Type here:

Project Deliverables

Please describe <i>quantitative</i> outcomes for your project. Please be specific for what will be the end products of funding. Examples could include miles of trail created, number of enforcement overtime hours, safety trainings held and attendee numbers, users engaged, pounds of trash collected, etc.

Type here:

Project Timeline: Funding Agreements are two years unless specified. Please complete the table below providing a timeline of your project.

Project Timeline PDF upload

Priorities and Scoring Narrative

The following questions were deemed as funding priorities by the OHV Commission, voted upon during the open meeting on 9/7/2021. These priorities will be part of the scored materials considered by the Technical Advisory Committee. (For full scorecard see Grant Manual Appendix A)

Please answer all questions. If a category does not relate to your project please fill in N/A

<p>Law Enforcement Strategy that addresses registration enforcement, including Public Education & Outreach aimed at increasing renewals and new registrations: <i>How will your project increase the number of OHV registrations in the district. How will the equipment and time be used to increase OHV safety and awareness? Please reference the Law Enforcement Statistics reporting form.</i></p>
<p>Type here:</p>
<p>Planning, Environmental Studies, Conservation: <i>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, while enhancing OHV opportunities?</i></p>
<p>Type here:</p>
<p>Enhancement or Maintenance of existing trails and facilities: <i>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).</i></p>
<p>Type here:</p>
<p>Training: <i>Please describe the goals and objectives of your public safety training program. Is it a nationally recognized certification? What sets your safety training program apart from the others?</i></p>
<p>Type here:</p>
<p>Connectivity/Loops: <i>How will the project impact connectivity of OHV trails, facilities, and local communities? Please include maps of areas impacted by your project and describe those impacts.</i></p>
<p>Type here:</p>
<p>Access: <i>Please describe how your project improves OHV access in the project area. Explain what access/opportunities would be lost or restricted if the project does not occur.</i></p>
<p>Type here:</p>

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

Type here:

Partnering and Leverage: *Who else is involved in this project? Please describe outreach with stakeholders, partners and local governments, that you have communicated with in planning this project.*

Type here:

Economic Integration: *How will this project improve OHV recreation opportunities that help local, regional, or state economies grow?*

Type here:

Demand for New Facilities: *Please provide justification for **NEW** facility/program development: restrooms, trails, signs, and other amenities.*

Type here:

Project Budget

Proposed Budget: Provide your budget details to include all project expenses, including contracts, labor costs, volunteer or donated labor, equipment, travel, materials, etc. Each section needs to be broken down into specific item costs. You may create your own spreadsheet. (See Grant Manual Appendix B for example)

- **Your budget must use the following categories for reporting purposes.**
 - Planning and assessments
 - Labor
 - Contracts
 - Equipment
 - Materials/ Supplies
 - Travel
 - Land Acquisition
 - Other
 - Administration Fee
- Your budget must align clearly with your Scope of Work.

- Be specific. Each section needs to be broken down into individual line items and costs. For example, a lump sum for “travel” should be broken down into items such as lodging, per diem, gas etc.
- Any administration or indirect rates must be submitted as a percentage of the total State grant share (does not include Match) of the project, at a rate of up to 15%. This percentage will be used to calculate the amount of administrative fees approved of the awarded, not requested, funds.
- Attach copies of estimates and quotes to support your budget and identify what each contract will include. If a subcontractor will be hired, supply documents that show what specific service(s) and our deliverables will be
- All travel expenses should be based off current GSA rates. Rates can be found at <https://www.gsa.gov/travel/plan-book/per-diem-rates>.
- Reminder: Include all sources of funds for the completion of the project including federal, in-kind, private/city/county and state funds
- Any administration or de minimis rates must be submitted as a percentage of the total project. This percentage will be used to calculate the rate of the funds awarded.
- **Attach copies of estimates to support your budget and identify what each contract will include.**

Detailed Budget PDF Upload

Cost Estimates and Backup PDF Upload

LAND MANAGEMENT AND ENVIRONMENTAL COMPLIANCE

Landowner(s): _____

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

Supporting documentation PDF Upload

Please describe land management classification

Will there be ground disturbing activities (ex. construction, trail maintenance)?

Yes

No

Standards/guidelines that will be applied to your project (if applicable):

If your project is not breaking ground please use the *other standards and guidelines option to describe your projects. Ex. mapping projects would use USGS standards*

Universal Access to Outdoor Recreation - A Design Guide

USFS Standard Specifications for Construction & Maintenance of Trails

BLM Manual 9113 - Roads

BLM Manual 9102 – Facility Design

BLM Manual 9103 – Facility Construction

<input type="checkbox"/>	Great Trails: Providing Quality OHV Trails and Experiences or other NOHVCC Handbooks
<input type="checkbox"/>	Other: _____

THE LANDOWNER MUST PROVIDE A LETTER (See Grant Manual Appendix C)

- All projects must submit a landowner letter for the area the project will take place. If the applicant is the landowner, managing agency, or has jurisdiction over the location the project will take place, the applicant must still submit a landowner letter.
- The letter must be project specific and dated from the current application year.
- The letter **must** include:
 - 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.

Federal Environmental Compliance:

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**:

<input type="checkbox"/>	Record of Decision (ROD)
<input type="checkbox"/>	Finding of No Significant Impact (FONSI) and a Decision Record (DR)
<input type="checkbox"/>	Categorical Exclusion (CX)
<input type="checkbox"/>	SHPO 106 compliance/concurrence letter
<input type="checkbox"/>	Other compliance documents already completed.
<input type="checkbox"/>	Not applicable

If NEPA or planning is a part of the project describe the steps in the Scope of Work.

Environmental Assessment Decision Document PDF Upload

Location, Maps, Photos

Nearest town/city/municipality of project (list multiple if applicable): _____

County(s): _____

Required Maps: All maps must include a legend, north arrow, scale, and map name. Topographic maps are preferred. You may include *additional* aerial/google maps. (See Grant Manual Appendix D for examples)

The following map types are required:

1. General location map (showing project area within the state or county)
2. Detail map indicating specific project elements (e.g., structures, trail alignment)
 - Maps larger than 11x17 will not be accepted

2 Map PDF uploads

Required Photographs: At least two (2) overviews of the project area from different angles and distances. (Good photographs at trail level and google aeriels help the technical advisory committee and the Commission to understand the location, depth and breadth of your project.)

2 Photo PDF Uploads

Trail projects: If the shapefiles for the trail system are available, please submit them in the e-file. The shapefiles of the trail will be required at project end. Contact the Program for assistance in the collection of the data if needed.

To request assistance in planning your project or for questions about the OHV Grant program, please contact

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