



NEVADA OFF-HIGHWAY VEHICLES PROGRAM GRANT APPLICATION

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

Answer all questions. If question is not applicable to your project, please fill in N/A

Applicant Information

Organization Name: Nevada Offroad Association

Contact Person: Mathew Giltner Executive Director
Name Title

Mailing Address: PO Box 1111 NA
Street Address Unit #

Carson City NV 89702
City State Zip Code

Phone: 775-430-0000 **Email:** info@nevadaoffroad.us

Which best describes your organization? (Check one)

☐ NA	State Agency	☒ X	Non-Profit Organization
☐ NA	Federal Agency	☐ NA	Community-Based Organization
☐ NA	County/City Agency	☐ NA	For Profit
☐ NA	Local/Municipal Entity	☐ NA	Other: NA
☐ NA	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).

Has the applicant previously received OHV Grant Program funding?

☐ NA No ☒ X Yes

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

☐ NA No ☒ X Yes –

Individual – 5 / with Partners – 2 / Administered – 4
Total 11.

Number of projects funded: \$672,304.00 / \$236,685.00 / \$142,295.00 (total \$1,051,284.00)

Amount of funding received: \$

Number of projects completed: 10, Current grant will be completed 2025/12/31

Project Information

Project Name: Nevada Offroad Outreach, Education, Stewardship and OHV Staging Area Improvement

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

☒	OHV compliance and enforcement	☒	OHV safety training and education
☒	Studies or planning for trails and facilities	☒	Enhancement or maintenance
☒	Mapping and signing	☒	Construction of trails/facilities
☒	Restoration of areas damaged by OHVs	NA	Acquisition of land
☒	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)

OHV grant request	\$ 339,195.00
Matching Funds	\$-0
Total Project Amount	\$ 339,195.00

What are the sources or partners for your leveraged (matching) funds?

NA	Federal	NA	In-kind
NA	State	NA	Private
NA	City/County	NA	Other: N/A

Please describe leveraged (matching) funds (ex. another grant, volunteer hours, cash donation, etc.):

Type here:
N/A

User group(s) that will be able to utilize this project (check all that apply):

☒	Single Track Motorcycle	☒	Snowmobiles
☒	ATV/Quads	☒	Dune Buggy
☒	UTV/Side by Side	☒	Mountain Bikers
☒	Hiking/Backpacking	☒	Equestrian
☒	Snowshoers/Skiers	NA	Other: _____

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

NVORA works to promote responsible recreational values for all the above listed groups.

Promoting responsible use and stewardship ethos benefits all users, not just OHV owners. Over time the non-motorized community should also adapt to embrace OHV, rather than combat that recreational choice; NVORA leads by example.

Proposed Scope of Work

Please describe exactly what work will be completed. Programs, planning, NEPA, surveys, mapping, include 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.

NVORA works to protect access to Nevada’s Public Lands, by reinforcing a positive public posture, governmental transparency, engaging stakeholders, and providing advice and guidance to all stakeholders.

This includes but is not limited to:

- Providing planning and recreational permit support, e.g., (Elko offroad event email attached)
- Grant application guidance to end users , both governmental and industry programs.
- Public Outreach events
- Educational events
- Reviewing and providing solutions to land use conflicts, planning and strategies
- Representing end users in OHV related concerns, specific access or clerical errors or disruptions
- Systemic education on reviving historic or legacy participation by user groups (help creating formal clubs).

Project Deliverables

Please describe *quantitative* 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, presentations held, programs facilitated, users engaged, pounds of trash collected, etc.

1. Review of Land use Policies and participate where warranted. 100% annual ~ 400 (predicted).
2. Interface – Review, edit and/or coach stakeholders for administrative improvements. Participation ~12 annually.
3. Participation and or host education events ~ 4 annually.
4. Interface directly with users including stewardship assistance ~ 1000 annually.
5. Interface & provide guidance to stakeholders at events, club meetings, work projects, stewardship and public facing local events e.g., council or commission meetings, community forums or ‘nights out’ ~12 annually.
6. Provide NRS 490 Education to government agencies ~ 4 annually.
7. Host OHV Summit – 1 annually
8. Attend & present status at NVOHV commission meetings - target of 4 annually, limited by agenda inclusion.
9. Provide public conduit to OHV owners surrounding administrative, legislative or other changes that directly impact OHV use, recreation, or compliance. ~6 annually – limited by government activities.
10. Assist with event development and ensuring regulatory compliance & permits, ~ 5 annually.

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

Date	Project Goals	Deliverables
Jan-Mar, 26	From Description Above	1,2,3,4,5,6,8,9,10
Apr-Jun, 26	From Description Above	1,2,3,4,5,6, 8,9,10
Jul-Sep, 26	From Description Above	1,2,3,4,5,6,7,8,9,10
Oct-Dec, 26	From Description Above	1,2,3,4,5,6,7,8,9,10
Jan-Mar, 27	From Description Above	1,2,3,4,5,6,8,9,10
Apr-Jun, 27	From Description Above	1,2,3,4,5,6, 8,9,10
Jul-Sep, 27	From Description Above	1,2,3,4,5,6,7,8,9,10
Oct-Dec, 27	From Description Above	1,2,3,4,5,6,7,8,9,10

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)

Law Enforcement Strategy that addresses registration enforcement, including Public Education & Outreach aimed at increasing renewals and new registrations: *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.*

NVORA offers professional level education on NRS 490, and its practical operational deployment to Local, County, State and Federal partners. This action is part of the “Nevada Ride Safe Ride Smart” educational ecosystem. The goal is to provide standard statewide implementations for all officials when interacting with the OHV user within the Silver State. The program discusses the implementation of OHV (NRS 490 limited) patrols including targeted registration checks and direct engagement with riders promoting responsible use, helmet safety, education, the value of registering their OHVs and where/how the funding is utilized in supporting trail maintenance, safety programs, and its direct impact on the OHV users access rights.

NVORA and our partners, have taken significant strides in creating the “Nevada Ride Safe Ride Smart” effort and can offer a professional operator course program, limited to government agencies equipping newly trained operators with core knowledge and demonstrated skills needed to operate with their team members and officers on safety and registration requirements.

Upon request, NVORA will accompany government agencies on the trails to promote a friendly interface between the users and those agencies.

Through outreach events, education, and visible enforcement on the trails, our goal is to increase OHV registration numbers by building awareness of both safety protocols and registration requirements. All while

highlighting where the registration dollars are spent and preserving the funds collected from this voluntary, participatory taxation.

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, while enhancing OHV opportunities?*

NVORA remains committed to fostering inclusive and positive experiences for the OHV users and recognizes the majority of recreation on Nevada's Public Lands has a motorized component, from hunters accessing or transporting their harvested animal on an OHV, to the hikers who drive 4WD capable automobiles to the trail head. NVORA works to foster a positive relationship with all motorized enthusiasts across Nevada through partnerships and programs that emphasize sustainable recreation and stewardship. Working with the USDA Forest Service, and the Bureau of Land Management (BLM), we have implemented a range of small and large-scale initiatives that help motorized users understand that, to borrow from Tread Lightly, "respected access is protected access."

One of NVORA's central roles has been actively engaging in the 400+ annual federal environmental actions ensuring that motorized access continues to be allowable use. This focus is a quickly moving target in the current federal government posture. If such proposed plan impacts motorized recreation, NVORA works with involved stakeholders for consensus, when able. As an example, in 2023 through 2025, NVORA was part of the BLM's Nevada Multi-District Off-Highway Vehicle Special Recreation Permit (SRP) Programmatic Environmental Assessment and clarified much of the user's confusion during its roll out and implementation. This document is a recurring effort we use to educate the OHV community on their events, has been instrumental in 2025 in protecting the environment during OHV events. For 2026, we will continue to steer applicants to use the data in that NEPA review to protect the environment, while encouraging access to Nevada's rural communities. The Association provides critical support to ensure the efficient processing of SRP applications, which reduces environmental impacts from large and small scale OHV events. By offering guidance on best practices and compliance, NVORA helps applicants align with sustainable practices, making it easier for the applicant and the BLM to submit and process complete, responsible applications.

NVORA remains the single most sought-after resource for Special Recreational Permits (SRP) and has intervened several times on behalf of the applicants, to protect their events and afford industry the ability to continue with work. A sometimes-delicate negotiation that does not compromise the safety of the industry staff, contractors, or the citizens participating in the event(s).

To further enhance these efforts, NVORA continues to facilitate the Nevada Recreation Partnership, bringing together stakeholders such as the Walker Basin Conservancy, Forest Service, BLM, interested parties under NV DCNR, and conservation groups for monthly discussions on impactful stewardship projects and cross-agency collaborations. This partnership ensures that concerns are addressed through collaborative projects, supporting responsible recreation across multiple land management jurisdictions.

NVORA's commitment to trail stewardship remains a priority, and we've increased engagement with local OHV clubs statewide, rural communities to coordinate cleanup events, removing debris and enhancing the overall trail experience.

Included with this application are the details for safety improvement project in Johnson Lane, Douglas County. This phase of the project is limited to improving the new OHV staging area. This will improve safety for the users, and increase the distance from the urban interface, easing tensions for the residential neighbors. With the relocation to be completed from the old staging area, remediation efforts to the west can be the focus of subsequent projects and efforts that will enable the restoration of areas denuded by the OHV community, adding to storm run off concerns, and beautification to a more natural presence.

Enhancement or Maintenance of existing trails and facilities: *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).*

NVORA is committed to prioritizing maintenance needs for existing trails and facilities by working directly with state, federal, and local stakeholders to address high-impact areas first. NVORA will evaluate maintenance priorities based on factors such as trail condition assessments, user traffic, ground disturbance, impacts, land managers' requests, ability to compete under current planning guidance, and specific safety requirements.

In 2026, NVORA is committed to hosting or participating in a minimum of three major stewardship, maintenance, and enhancement events. Each event will mobilize NVORA's network of volunteers to augment the local host group in making their event a success.

NVORA also understands the nuances and best practices to navigate the issues, complexities, and limitations surrounding project work on federally managed trails or routes on Public Lands.

NVORA has partnerships and resources in place to assist with local club or community efforts. NVORA also can assist in any 2026 large equipment purchase for NV OHV Grant awardees if directed by the Commission. This includes holding the title to those purchases, registering, and insuring where appropriate. This option allows for a structured maintenance program, and accountability for the equipment to protect the OHV user's investment. Thereby preventing the missing, untraceable or poorly maintained equipment that has been subject to criticism of past awards.

Training: *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?*

One of the long-term strategic goals for NVORA is the continued refinement of the "Nevada Ride Safe Ride Smart" Professional Operator OHV program. This educational opportunity focuses on promoting OHV safety and operational skills & competence across Nevada's motorized recreation professional users. NVORA offers a professional operator course program, limited to government agencies equipping newly trained operators with core knowledge and skills needed to operate with their team members and officers on safety and registration requirements. This initiative aims to establish a consistent framework for OHV operations that is recognized and respected across state and federal lands.

The program includes both classroom and field components, ensuring comprehensive learning experience. Participants gain essential knowledge on topics such as vehicle inspection, safe operating practices, and compliance with NRS 490. Field instruction includes hands-on training for safe navigation of terrain, loading practices, and proficiency under varied conditions.

This is the ***ONLY OHV training course*** that meets the unique peculiarities within NRS 490. NVORA with the assistance of the Nevada Outdoor School, has created this program, resulting in students achieving success, and with the option to undergo recertification every three years. Ensuring they stay current on best practices and regulatory updates. This ongoing commitment to knowledge retention and field application sets NVORA's program apart, reinforcing a culture of safety, compliance, and environmental stewardship that extends across multiple agencies and Public Lands.

Connectivity/Loops: *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.*

NVORA has and will continue to support the OHV community by promoting future and existing routes or where applicable, trails, that keep users on a quality path and reducing the deviation for current trails or routes. This protects the environment, promotes tourism visitation to Nevada’s rural communities, and will continue to document historical use patterns to segue into trails once the BLM has advanced the updated management plans.

Access: *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.*

The Nevada Offroad Association (NVORA) is dedicated to improving and preserving OHV access throughout Nevada by working within the OHV community, as well as diverse stakeholders, including grazing, mining, solar, and other industries. In 2025, we successfully protected access impacted by four solar projects, while remaining engaged with several companies that are seeking regulatory approval for additional fields. Solar projects have greater potential to restrict access due to the typical project footprint and land availability. Highlighting the need for our community to remain actively engaged. Through these collaborations, NVORA takes a balanced approach to land access, ensuring OHV trails and Public Lands remain open and well-maintained, where able, for recreation while respecting the needs of other land users.

At this writing NVORA is at the very early stages of developing an ATV Cattle Guard program that could set the standard statewide, to protect access, and importantly, protect Nevada Ranchers

NVORA’s partnerships with communities like Tonopah, Beatty, Minden, Virginia City, Hawthorne, and Yerington play an important role in developing infrastructure such as staging areas, which provide organized entry points to thousands of miles of trails. These access points not only enhance environmental protection, safety and trail connectivity but also offer essential facilities that support responsible recreation.

In collaboration with industries that depend on Nevada’s Public Lands, NVORA addresses specific land-use needs and establishes clear, mutually beneficial protocols.

By building trust and transparency with these industries and local communities, NVORA continues to advocate for access. This multi-stakeholder approach ensures that Public Lands are accessible, responsibly used, and open for future generations, reinforcing the association’s commitment to keeping OHV recreation a thriving part of Nevada’s landscape.

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

NVORA provides physical maps to visitor centers around the state that highlight the areas that OHV may legally operate; these maps are consistent with the current inventory and local ordinances that impact the riders. The maps, or electronic files in NVORA’s efforts build off the Nevada Mapping Collaborative data and edits that data to make it useable by the OHV community. NVORA also offers edits to correct discrepancies to Polaris Ride Command and ONX, the two largest OHV mapping systems. NVORA also provides “one off” signage for communities by request. Communities that may not have budgets set aside to specifically include OHV informational signs. Information signs that inform the user to slow down and reduce dust, or direction to the OHV staging areas, are some examples.

This mapping and signage initiative represents a collaborative, forward-thinking approach to public land management, safety, and access.

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.*

NVORA thrives due to its extensive partnerships across multiple sectors amplifying the impact of our projects. NVORA collaborates closely with key partners at every level from the national associations,

national, state and international education organizations, allied conservation entities, federal lands managers, local OHV clubs, county commissions, local, state and federal elected leaders, concerned citizens, and the individual OHV user. These partnerships are instrumental in NVORA's mission to keep Nevada's Public Lands open and accessible for OHV recreation, balancing trail sustainability with safety and user education.

NVORA monitors regulatory or statutory changes and passes that information along to the OHV community. Despite attempts at every level within government to be the partner of the citizen, Nevadans are reluctant to embrace additional levels of bureaucracy. With NVORA as the conduit, we are able to leverage partnerships be it with industry, government or citizens, protecting access and promote responsible OHV use.

Our commitment to inclusive and diverse collaboration extends to local Chambers of Commerce, tourism bureaus, and various industries, including mining, solar, and grazing. We engage these stakeholders in regular discussions to align objectives, leverage resources, and share insights that benefit both recreational and commercial land users.

NVORA's active involvement with over 100 partner groups across the United States is a key strategy for improving the OHV success here in Nevada. This roster includes national organizations such as One Voice, SEMA, Tread Lightly!, the United Four-Wheel Drive Association, the National Off-Highway Vehicle Conservation Council, Foundation for America's Public Lands, to more regional and local organizations such as the Nevada Outdoor School, The Wildlands Foundation, Carson Valley Trails Association, Nevadans for Cultural Preservation, as well as local OHV clubs and conservation based organizations with the common thread of sustainable access. This keeps us connected to a larger network of professionals and enthusiasts. These affiliations provide NVORA with access to best practices, innovations, and ongoing learning opportunities, enhancing our capacity to implement effective and sustainable opportunities in Nevada.

Through outreach and partnership, NVORA is creating a well-supported and impactful program that strengthens Nevada's OHV community, enhances user safety, and preserves access to Public Lands.

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

The OHV community directly adds more than \$120 million to the Nevada economy annually, with the amalgamation of all motorized offroad having eclipsed the half billion dollars mark.

As the single largest recreational user of Nevada's Public Lands, advancing projects and initiatives that promote, support, and advocate for responsible and respectable offroad use will continue to strengthen the economic stimulus provided by the motorized community, particularly in rural Nevada, where access to services, lodging, and fuel is essential for both visitors and residents.

The annual Nevada Offroad Summit, hosted by NVORA, is a cornerstone of these efforts. This event brings together professionals, policymakers, stakeholders, enthusiasts, and businesses to address current issues, share best practices, and build meaningful partnerships. The 2026 Summit will be held in Virginia City, and the 2027 Summit will be held at a location to highlight a project funded by this commission. The Offroad Summit draws attendees from across the state and beyond. Beyond the invaluable networking and educational benefits, the Offroad Summit directly infuses money into the local community through lodging, dining, and fuel purchases.

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

NVORA prefers to have one 'capital improvement' segment to our grant application. This year NVORA was approached by the BLM Sierra Front Field Office to secure funding to enhance the new Johnson Lane, Douglas County OHV staging area. This new area is subject to a 35-year access lease in the EA and was created in response to a NVORA submitted public comments when the new Painted Rock Mine was

established, resulting in gravel trucks using the de facto staging area as a thoroughfare. This created numerous safety concerns for OHV users.

At the request of NVORA, the BLM replaced the de facto (aka old) staging area with a new staging area at a more appropriate location. The next phase of that relocation is to install adequate signage maps and Kiosks sourced outside of this request. In this application, funding is being sought to install barrier boulders along perimeter to encourage users to stage within the new staging area. The expectation is to have a contractor bury large (over 36”) boulders in a pattern to highlight the staging area boundaries. Photos of the impacted area are included in this submission.

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 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.
- All travel expenses should be based off current GSA rates. Rates can be found [here](https://www.gsa.gov/travel/plan-book/per-diem-rates) or 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.**

LAND MANAGEMENT AND ENVIRONMENTAL COMPLIANCE

Classification of Land Management:

☐	City/Municipal
☐	County
☐	State
☒	Federal
☐	Private
☐	Lease; Attach copy of lease with expiration date

☐ R&PP; Attach copy of lease with expiration date

☐ Other: _____

Landowner(s): United States of America / BLM Sierra Front Field Office.

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



United States Department of the Interior

BUREAU OF LAND MANAGEMENT
Sierra Front Field Office
5665 Morgan Mill Road
Carson City, Nevada 89701
Phone: 775-885-6000
<https://www.blm.gov/nevada>



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

Subject: 2025 Johnson Lane Safety and Environmental Improvements Grant Proposal

Dear Committee,

This letter is provided in support of Nevada Offroad Association's (NVORA) grant proposal titled *2025 Johnson Lane Safety and Environmental Improvements*. This project proposes to enhance the newly constructed OHV staging area at the eastern end of Johnson Lane in Minden, Nevada. Planned improvements include the installation of partially buried boulders to clearly delineate the staging area boundaries. Additional upgrades will feature new signage and an informational kiosk to promote visitor safety and promote increased utilization of the staging area.

The proposed work is consistent with the Bureau's goals for sustainable recreation and public safety. The project has already undergone environmental review and is covered under the 2024 Environmental Assessment for the Painted Rock Mine. All activities will be conducted in compliance with NEPA and section 106 of the National Historic Preservation Act.

The BLM has a strong working relationship with NVORA and appreciates their continued support in managing responsible OHV use and restoring impacted landscapes. We look forward to supporting the implementation of this project and ensuring its long-term success.

Sincerely,


Zachary T. Reichold
Field Manager
Stillwater Field Office

INTERIOR REGION 10 • CALIFORNIA-GREAT BASIN
CALIFORNIA*, NEVADA*, OREGON*
* PARTIAL

- **Excerpt of OHV staging area language in PRM's 35 year lease EA. Eligible for renewal in 2059**

2.1.4 Off-Highway Vehicle Staging Area

There is an unofficial user-created OHV staging area at the end of Johnson Lane where recreationists park their vehicles and unload OHVs (Figure 1-3 and Figure 2-3). As a condition of the ROW authorization, the Proposed Action includes a BLM request to NDOT for establishing access to a larger area within the southeast NDOT material site (N-7632) for a BLM-managed authorized OHV staging area to relieve road congestion and mitigate potential conflicts between OHV users and traffic passing through the area of the ROW (Figure 2-3). Due to limited parking at the current user-created staging area, BLM anticipates most OHV users would stage at this new location once Segment A has been improved. The new OHV staging area would be used for parking tow vehicles and for camping. Due to the anticipated increase in recreational use at the new location, the informational kiosk would be moved to where users congregate. The road leading into N-7632 forks and allows two separate routes into the new OHV staging area (Figure 2-3).

A second kiosk may be installed if OHV traffic uses both routes to access the NDOT material site. In addition to the kiosks, BLM would maintain the OHV staging area access road and parking surface to accommodate the anticipated increase in recreation. BLM and the Proponent would work together to complete the initial repair work on the new OHV staging area access road and perform maintenance as needed.

July 2024

23

Knox Excavating Inc., Painted Rock Mine
Environmental Assessment

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

☒ Yes ☐ No

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

- ☐ Universal Access to Outdoor Recreation - A Design Guide
- ☐ USFS Standard Specifications for Construction & Maintenance of Trails
- ☐ BLM Handbook 9114-1 Trails
- ☐ NOHVCC Handbooks
- ☒ Other: UAOR – does not include UTV use, BLM 9114 has been rescinded.

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**:

☐	Record of Decision (ROD)
☐	Finding of No Significant Impact (FONSI) and a Decision Record (DR)
☐	Categorical Exclusion (CX)
☐	SHPO 106 compliance/concurrence letter
☒	Other compliance documents already completed.
☐	Not applicable

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

Location, Maps, Photos

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

Education & Stewardship – Statewide
Environmental Improvements Johnson Lane

County(s): Douglas County

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

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.)

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.

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application is selected for funding, I understand that false or misleading information in my application or presentations may result in the termination of the grant.

Signature:		Date:	10/20/2025
	Mathew Giltner		Executive Director
Printed Name:	Laura Butcher	Title:	Associate Director

APPLICATIONS DUE: October 26, 2025 AT 11:59 PM, PST

SUBMIT: ONE SINGLE ELECTRONIC FILE; PDF VIA EMAIL TO: KBarmore@ohv.nv.gov

OR

ONE FULL COLOR COPY OR MEMORY DEVICE ENCLOSED WITH APPLICATION
BY MAIL OR HAND DELIVERY

(8.5" X 11" ONLY. Maps should be no larger than 11"X17")

TO: NEVADA DEPT. OF CONSERVATION AND NATURAL RESOURCES
OFF-HIGHWAY VEHICLES PROGRAM
ATTN: KADEN BARMORE
901 S. STEWART STREET, SUITE 1003
CARSON CITY, NV 89701

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

Kaden Barmore
KBarmore@ohv.nv.gov
(775) 684-2794

ROBIN L. TITUS, M.D.

SENATOR

District No. 17

MINORITY LEADER

DISTRICT OFFICE:

P.O. Box 377
Wellington, Nevada 89444
Office: (775) 901-3844
Robin.Titus@sen.state.nv.us



LEGISLATIVE BUILDING:

401 S. Carson Street
Carson City, Nevada 89701-4747
Office: (775) 684-1470 or
(775) 684-1400
Fax: (775) 684-6522
www.leg.state.nv.us

State of Nevada Senate

To Whom It May Concern,

I am proud to express my strong support for the Nevada Offroad Association's applications for funding through the Nevada Off-Highway Vehicle (OHV) Program.

Having worked with the Nevada Offroad Association (NVORA) on past initiatives, I have seen firsthand their integrity, professionalism, and commitment to serving Nevada's off-highway community. In only a few years, NVORA has delivered measurable results — managing and supporting projects exceeding \$4 million statewide — while maintaining a transparent and community-driven approach that represents all corners of Nevada.

Their work has included the successful design and construction of OHV staging areas in Tonopah and Beatty, along with technical assistance to other communities pursuing similar facilities. They have also played an essential role in connecting local governments, state agencies, and user groups to ensure responsible access and resource protection across Nevada's public lands.

NVORA's leadership extends beyond infrastructure. Through their Youth Helmet Program, over 500 helmets have been distributed to rural youth, promoting safety and awareness across generations. They also provide professional-level OHV operation training for law enforcement and first responders — the only Nevada-specific training of its kind — and assist local governments in understanding and implementing NRS 490 regulations.

Their ability to respond quickly, engage partners, and deliver tangible outcomes makes NVORA an invaluable ally to Nevada's OHV Program. Continued investment in their work through OHV funding will further strengthen Nevada's recreation infrastructure, safety programs, and community partnerships.

I wholeheartedly support this request and commend the Nevada Offroad Association for their continued dedication to Nevada's residents, recreationists, and public-land partners.

Best Wishes,

A handwritten signature in black ink, appearing to read "Robin L. Titus".

Robin L. Titus MD
Nevada State Senate Minority Leader
Senate District 17

Outreach and Engagement photos from 2025 documenting a fraction of 2025 activity. Anticipate increased participation in 2026.

Outreach targets include larger more formal events



UNR Outdoor Economic Playbook



Elko Offroad Summit

D&T Club



Battleborn Cruisers

Local Club Meetings



OHV stewardship by local and national Groups.



TL! Kilns Project



Minden Clean Up



Moon Rocks Clean up

Competitive events



Carson City Flat Track



VC Grand Prix

Youth Events

National events held in Nevada



Vegas To Reno Race



Youth Race Lyon County

Community Engagement Events



Logandale



Storey County

Assisting local communities with OHV Signage



Douglas County



Mineral County



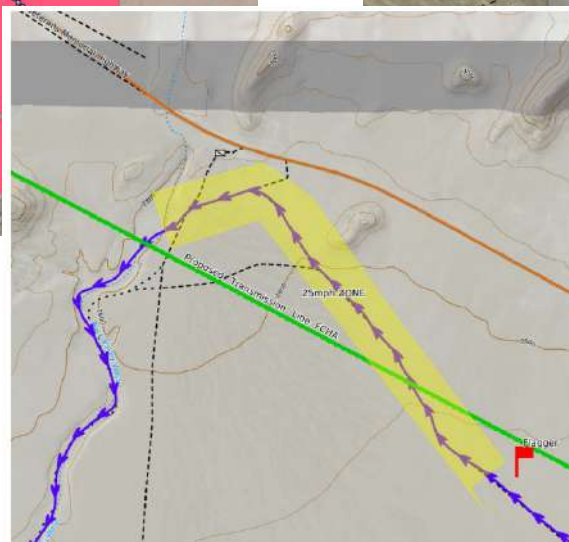
Partnering with industry to protect OHV Access



Esmeralda County

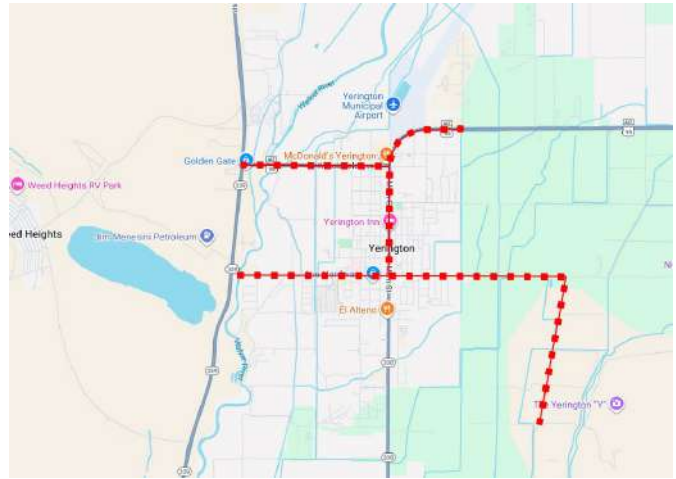


Mineral County



Nye County

OHV Community Routes



OHV Friendly Community advise – and design

Community efforts – Related Education, Event Support- Permitting Support- Event Mapping- Tourism Maps - Guiding Tourists at Events, Improvement of local facilities, identifying damaged OHV infrastructure strategies for repair, guidance for OHV fundraising.



Mountain Bike
race support

StB training

Jamboree Support



Community fundraiser support



COLD SPRINGS STATION RESORT

PRESENTS

4th ANNUAL

HUNTINGTON'S DISEASE

AWARENESS 4X4 RALLY



**When: Saturday
May 17, 2025**

\$50 Pre-Registration \$60 At the Door. **Must buy in by April 18th to guarantee shirt/hat order.

Email for Registration Form: outerruns@outerruns.com or call Mike at (775) 720-7783.

Check in/Late Register
4:30-7:30 Friday Evening or
7:30-9:00 Saturday Morning
Meeting at 9:00 everyone back by 4:30. Dinner @ 5PM



Must Be 21 For Poker Hand
Card Draw Options Available
20 yrs. and under participants \$25
Includes Ride/Dinner
(Hillbender's Lot food)

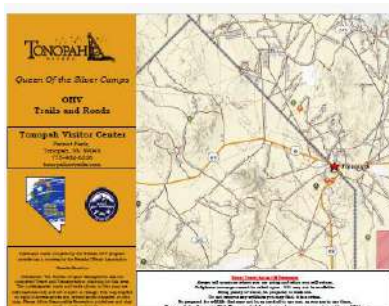
Permit
event
support



Raffle Prizes /
Silent Auction

ALL PROCEEDS GO TO
WWW.HDSA.ORG

FOR RV / MOTEL ACCOMMODATIONS VISIT
WWW.CSRESORT.COM OR CALL 775-429-9233
52300 AUSTIN HWY FALLON NV 89406



Tourist
Maps



Blocked Trail
Lander
County

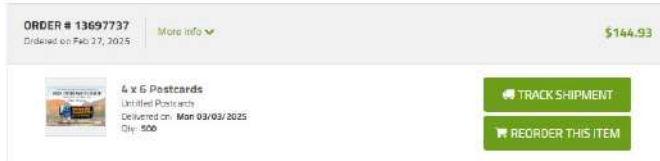
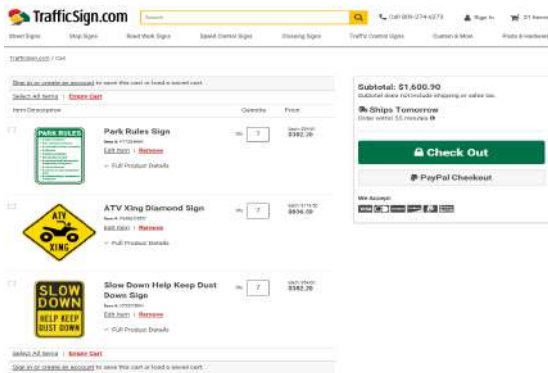
2025 Planning & Forecast Budget				
Item Description	Notes	Sub Total	One Year OHV Grant Request	Two Year OHV Grant Request
Nevada Offroad Summit Virginia City			<u>1,700.00</u>	<u>3,400.00</u>
Event Insurance		\$200.00		
Event center rental annual		\$1,500.00		
Staging Area			<u>16,050.00</u>	n/a
Contractor	Source & Install Boulders	\$16,050.00		
Contract Employees	Executive Director / Associate Director Combined Part time Salaries two postions - 2080 annual hours (2025 actual hours forecast at 4400hrs) \$9000.00 Month Combined or \$2077.00 Weekly Combined or \$296.00 Daily Combined or \$104.00 Per Hr combined		<u>108,000.00</u>	<u>216,000.00</u>
Travel	18600 Miles 51 per diem days See estimate caculation below.		<u>26,118.00</u>	<u>52,236.00</u>
Outreach			<u>6,933.00</u>	<u>13,866.00</u>
Web editor		\$2,533.00		
Marketing Outreach rack cards maps stickers uniform shirts OHV-signs/tourismmailers/rack cards /Stewardship notices		\$4,400.00		
Admin Operation: Insurance, Business license / IT, Phone, Office, Rent/postage/software			<u>1,725.25</u>	<u>3,450.50</u>
	PO Box rent	\$234.00		
	Bussiness Licesnse	\$51.25		
	Software (adobe)	\$240.00		
	Insurance (B&O)	\$1,200.00		
Fleet management	As directed by OHV commission title /register/insure equipment in name of Nevada Offroad Association (\$1000 annual per unit) 3 of 6 units rotate out spring 2026.		<u>3,000.00</u>	<u>6,000.00</u>
Sub Total			<u>147,476.25</u>	<u>294,952.50</u>
Grant administration fee	15%		<u>22,121.44</u>	<u>44,242.88</u>
Totals			<u>169,597.69</u>	<u>339,195.38</u>
NVORA will provide monthly invoices, RFR, and progress reports for items on this request.				

Travel Formulas		
Annual	Travel	Forecast
County Seat	RT Miles fm CC	Annual Miles
Austin	440	1100
Battle Mtn	386	965
Elko (66Trips)	634	3804
Ely	638	1595
Eureka	444	1110
Fallon	126	315
Goldfield	502	1255
Hawthorne	234	585
LV (6 trips)	870	5220
Lovelock	242	605
Pioche	718	1795
Tonopah	448	1120
VC	26	65
Winnemucca	386	965
Yerington	130	325
Total Miles X 2.5 visits		15604
Total Miles Elko 6 visitis		3804
Total Miles LV 6 visits		5220
Miles @ .7	\$17,239.60	
Rural 33 Per Diem days (\$161)	\$5,313.00	
LV 18 Per Diem days (\$202)	\$3,636.00	
one year miles	24628	
two year miles	49256	
Travel Forecast 1 Year	\$26,188.60	One year
Travel Forecast 2 Years	\$52,377.20	Two years

Required Budget justification 2026

Outreach

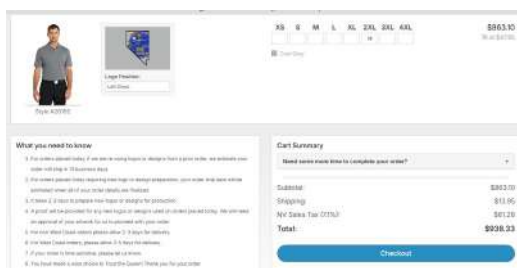
Printed notice & educational materials Signs
Signs, Printed Material, Tourism Maps, Uniforms,
Stickers, Website.



Orders

ORDER PLACED	STATUS	TOTAL	ORDER NUMBER	
Aug 28, 2025	Delivered	\$1,520.28	R636266201	Order details Invoice
	NORLOGUpdate Die cut stickers by Matthew Size: 3.46" x 9" Quantity: 3000		\$1,343	Track this shipment Reorder

Staff – Uniform Shirts



Outreach Web maintenance

10/08/2025

Nevada Offroad Association
Attn: Matthew Giltner, Executive Director
PO Box 1111
Carson City, NV 89702



2026 NVORA Website Quote

2026 Project Scope Includes:

- 2026 OHV Summit Set-up/Revisions & Maintenance (No major revisions needed from 2025)
- 1 Additional Event (ex: Poker Run) Set-up/Revisions & Maintenance (No major revisions needed from 2025)
- 2nd Additional Event (ex: Film Festival) Set-up/Revisions & Maintenance (No major revisions needed from 2025)
- Monthly Maintenance
- Updates to Existing Sponsors & Partners Camerally, as needed
- Updates to Existing OHV Directory, as needed
- Updates to News Articles, as needed

Monthly Maintenance & Updates Includes:

Monthly Fee = \$150.00/month (billed quarterly in advance)

- Up to 4 hours of work
- Data entry/revisions
- New page creation
- Artwork design
- Weekly maintenance of plugins, add-ons, or site updates
- Does not include fees for add-ons or plugins
- Additional time
- Billed at \$75.00 per hour in 1/2 hour increments

2026 Project Estimates

2026 Events	
2026 OHV Summit + 2026 Poker Run + 2026 Film Festival or Similar Events, Set-up/Revisions & Maintenance	\$375.00
Monthly Maintenance & Updates:	
2026 Quarter 1	\$50.00
2026 Quarter 2	\$50.00
2026 Quarter 3	\$50.00
2026 Quarter 4	\$50.00
Registration & Directory Form Plugins:	
Annual Fee For 2026 = \$79.00/year	\$79.00
Event Calendar Plugin Maintenance & Updates:	
Annual Fee For 2026 = \$79.00/year	\$79.00
2025 Total	\$2,533.00

Insurance B&O /Trailers/ Event



One Sala Plaza, Suite 100
Bala Cynwyd, Pennsylvania 19004
610.617.7900 Fax: 610.617.7940
PHLY.com

Philadelphia Indemnity Insurance Company
A Stock Company (Nonparticipating)
COMMON POLICY DECLARATIONS

Policy Number: PHSD1851346-003

Named Insured and Mailing Address:
Nevada Offroad Association
PO Box 1111
Carson City, NV 89702-1111

Producer: 31815
MR. Ross Insurance
P.O. Box 17217
Reno, NV 89511

Policy Period From: 03/01/2025 **To:** 03/01/2026

(775) 235-6767
at 12:01 A.M. Standard Time on your mailing
address shown above.

Business Description: Non-Profit Organization

IN RETURN FOR THE PAYMENT OF THE PREMIUM AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

	PREMIUM
Commercial Property Coverage Part	
Commercial General Liability Coverage Part	
Commercial Crime Coverage Part	
Commercial Inland Marine Coverage Part	
Commercial Auto Coverage Part	
Businessowners	
Workers Compensation	
FlexiPlus Five	1,128.00

Total \$ **1,128.00**

Required Budget justification 2026

From: Stultz Dodge Agency <DodgeAgency@outlook.com>
Sent: Wednesday, October 8, 2025 13:21
To: Mathew Giltner <mathew@tralliv.com>
Subject: Re: Insurance information,

Matt,

Sorry for the slow reply, been a very busy day.

Unfortunately, I cannot provide the exact pricing as I do not control what the insurance company will charge. I might be able to get pricing for you approximately 60 days out from the renewal but not the current 90 days. When I do my budget for all of my business line items, I always forecast a 10% increase in pricing to cover rate of inflation 2-4% and then I hopefully have a buffer in case some items go up more than inflation.

This is what I would anticipate for your portfolio;

Inland Marine Policy- Trailers - Effective Date 1/18/2026 - 1/18/2027 - Annual cost \$2450.00
Event General Liability Insurance - Off Road Meeting - Effective Date 9/1/2026 - 9/14/2026 - Cost \$195.00

Total Insurance Cost for 2026 = +/- \$2646.00

Thank you,



Lisa Stultz-Dodge
Dodge Insurance Agency
Licensed Insurance Agent

Agency Owner
AZ - CO - FL - HI - IL - LA - MO - MT - NM
NV - OH - OK - OR - SD - TX - UT - WA - WY
D: 817-776-0409
D: 702-827-6007
CA License #4169691
<https://codgeinsuranceagency.com/>



Did you know Cybercrime is the greatest threat to every company in the world? Ask me about Cyber Liability Insurance today!

Fleet (trailers-3 @ \$1000.00)

Examples of anticipated costs ***per trailer***.

One Year Registration Approximate Fee Breakdown As of Wednesday, October 15, 2025	
Basic Registration Fee	\$24
Governmental Services Tax	\$125
Supplemental Gov. Services Tax	\$0
Motor Safety Fee	n/a
Technology Fee	
Total Estimated Registration Fees	\$149

[illegible]

Item #	Size	Description	Units/Item	Qty	Unit Price	Part#	Location	Quantity
WSP		Black synthetic line	WP /	1	0.00			0.00
WSP	Wormline	Black PVC Synthetic	WP /	3	0.00	130.00		0.00
WSP	Wormline	Black PVC Synthetic	WP /	3	0.00	280.00		0.00
WSP	Wormline	Leaf spring 1/2 inch	WP /	3	0.00	160.00	135.00	240.00
WSP	Wormline	Leaf spring 1/2 inch	WP /	1	0.00	0.00	135.00	0.00
CC PWD		Leaf spring 1/2 inch steel coil post 1/2 inch post with a 1/2 inch post will be changed the post current post is 1/2 inch post 1/2 is not more than the post of 1/2 inch these change there is not for the 1/2 inch	WP /	1	0.00			24.00

Comments:		Thank you for your business!							
Check:	0.00	Check:	0.00	Item	Acct	Auth	Remain	Date:	649.00
Credit Card:	836.34	On Acct:	0.00	Plan	228	03/07	836.34	Latex	229.00
Amount Withdrawn:	-836.34							Credit Card Fee:	24.25
Total:	-2836.15							Subtotal:	724.24
Change:	\$0.00							Sales Tax:	41.80
								Total:	\$814.14

Customer Authorisation:

NVSOS requirement

Agency	NV Business ID	Item	Qty	Unit Price	Subtotal
NV Secretary of State's Office	NV20212148432	Nevada Offroad Association			\$50.00
		NRS Chapter 82 Nonprofit Amended List of Officers and Directors	1	\$50.00	
		Processing Fee	1	\$1.25	\$1.25

Software Required 240.00

INVOICE

Item Details

Service Term: 02-FEB-2025 to 01-FEB-2026

PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE	TAXES	TOTAL
30000065	AzokatPro	1	EA	239.88	239.88	0.00%	0.00	239.88

Invoice Total

NET AMOUNT (USD)

239.88

TAXES (SEE DETAILS FOR RATES)

0.00

GRAND TOTAL (USD)

239.88

Required Budget justification 2026

Summit rental 1500.00

MATCHSTICK SOLUTIONS

Consulting • Partnerships • Operations

Date: October 14, 2025

To: Nevada Offroad Association (NVORA) - Board of Directors

From: Laura Butcher, Matchstick Solutions (Consultant)

Subject: 2026/7 Consulting & Management Services - Quote for Grant Budget

This proposal reflects a market-aligned full-time rate and a grant-conscious discount to establish a fixed annual services fee for 2026.

Benchmark Full-Time Executive Rate [annual]	\$122,090 - \$132,060
Engagement Structure	Part-time/contract leadership & management
Discount Applied (grant budgeting)	Reduced to fixed annual fee
Quoted Annual Fee (Matchstick Solutions)	\$90,000 (billed \$4,000/month)

Scope Highlights (summary):

- Executive leadership & representation for NVORA; board reporting and stakeholder relations.
- Grant strategy, administration support, and compliance coordination as needed.
- Partnership development, sponsorship support, and industry/government engagement.
- Program & event support: scheduling, coordination, and on-the-ground operations leadership.

Budget Alignment Note: The total compensation across both consulting roles will total \$108,000 for the grant budget while maintaining market realism.

Commercial Terms:

- Invoicing monthly in arrears, Net 15.
- Travel reimbursed at statutory rates (if pre-approved) and excluded from compensation.
- No employee benefits are requested or required.
- Either party may terminate with 30 days' written notice; fees pro-rated to service period.

Approved by:

Laura Butcher

Laura Butcher, Matchstick Solutions

Hello,

Our normal fee for a non-profit rental is \$1000 per day + \$500 refundable security deposit. However, I respect the work that your organization does and value the relationship we've built. With that in mind, I'm happy to offer you a flat rate of \$1500 total for your three-day rental, with no security deposit required.

This fee will be good for your 2026 and 2027 rental of Piper's Opera House.

If you need anything else, please let me know!

Leah M Kruse
Events & Assistant Tourism Director
Virginia City Tourism Commission (VCTC)



Visitor Center Phone: 775-847-7500
NEW CELL PHONE NUMBER: 775-220-6313
E: lkruse@storeycounty.org
Storey County is an equal-opportunity provider

USPS:

From: donotreply@usps.com
To: [Matthew Giltner](mailto:Matthew.Giltner)
Subject: USPS - PO Box Payment Received, Thank You
Date: Tuesday, July 15, 2025 21:39:19



Hello mathew giltner,

Thank you for your automatic payment to the USPS® in the amount of \$234.00. This payment has been applied to your PO Box renewal and your credit card has been charged. This fee renews your PO Box for the next 12 months.

Transaction number:	91002900925079
Payment amount:	\$234.00
Payment period:	12 months
Next payment due:	07/31/2026
PO Box number:	1111
Post Office location:	1111 S ROOP ST CARSON CITY, NV 89701-7552

NEVADA
ACME GULCH
CONSULTING
RFP, 0004

2025 October 9

To: Nevada Offroad Board of Directors

Subject: 2028 Consulting and Management Services

As we move into 2028/7, to continue the growth and success we have achieved in the last five years, I am submitting the following quote from ACME Gulch, for my management services as the Executive Director of the Nevada Offroad Association.

The current average salary for a similar position in Northwest Nevada is between 132k-231k plus benefits. This does not include travel expenses as that will be an individual line item, at statutory rates thus, not compensation.

NVORA does not offer a benefit package.

As I will commit to a **minimum** "part-time" work of 20 hours per week, I have applied a discount noted below, to the lower end of that compensation range.

2028 Annual fee for service	\$140,000.00
Discount	(\$50,000.00)
Total Annual Fee	\$90,000.00

Regards

Mathew Giltner
ACME Gulch

ACME GULCH
Consulting
2647 Hamilton Ln. Modesto, NV 89423
NV06043214572

Required Budget justification 2026

Johnson Lane Staging Quote.



Nevada License #0044190A
Limit: Unlimited

1165 Sawmill Road
Gardnerville, NV 89410
775-783-4247 Office
775-783-9295 Fax
775-830-4150 Cell

PROJECT PROPOSAL

Nevada Offroad Association
Attn: Mathew Giltner
PO Box 1111
Carson City, NV 89702

Project: Sunrise Pass OHV Parking

Scope of Work: Place 3 foot ± boulders roughly 10 on center around new OHV Parking area.

A. SITE IMPROVEMENTS

NO.	ITEM	QUANTITY	PRICE	TOTAL
1	Mobilization and De-Mobilization	1 LS	\$ 1,200.00 /LS	\$ 1,200.00
2	Import and Place roughly 3' boulders at perimeter of Parking Area	66 EA	\$ 225.00 /EA	\$ 14,850.00
SUBTOTAL FOR SITE DEMOLITION AND PREPARATION				\$ 16,050.00

JOB CONDITIONS:

- 1 All staking, compaction testing, inspections and engineering by others.
- 2 Bid includes only those line items listed in proposal.
- 3 This project NOT a prevailing wage job. All Knox employees are fully covered by Worker's Compensation and personal health insurance.

PROPOSAL TOTAL AMOUNT \$ 16,050.00

PAYMENTS TO KNOX EXCAVATING:

- A. 100% final payment to be made on completion of each line item and/or when material/supplies have been delivered to the site. Maximum 5% retainage.
- B. Payments are due upon receipt of invoice. A 1.5% monthly finance charge will apply to invoices not paid after 30 days.
- C. Per NRS Chapter 108, Knox Excavating has the right to pre-lien this project.

Proposal Date (may be withdrawn if not accepted in 30 days): 10/14/2025

Nevada Offroad Association

BY: (print) _____

TITLE: _____

DATE SIGNED: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

Knox Excavating, Inc.

Jonathan Maxwell
Jonathan Maxwell

TITLE: Owner/General Manager

DATE SIGNED: 10-14-2025

Address for giving notices:

1165 Sawmill Road, Unit A
Gardnerville, NV 89410

Phone: 775-783-4247 Office 775-830-4150 Cell

Fax: 775-783-9295

Email: jon@knoxexcavating.com

Budget justification 2027

Outreach

Printed notice & educational materials Signs
Signs, Printed Material, Tourism Maps, Uniforms,
Stickers, Website.

TrafficSign.com

Subtotal: \$1,600.90
Subtotal state & federal shipping & handling fee: \$0.00
Shipping: \$0.00
Total: \$1,600.90

Check Out
PayPal Checkout

ORDER # 14435903
Ordered on Aug 21, 2025
More info

8.5 x 11 Brochures
Unfilled Brochures
Delivered on: Tue 09/02/2025
Qty: 1000

TRACK SHIPMENT
REORDER THIS ITEM

ORDER # 14379118
Ordered on Aug 08, 2025
More info

3" x 4" Business Cards
Unfilled Appointment Cards
Delivered on: Mon 08/18/2025
Qty: 1000

TRACK SHIPMENT
REORDER THIS ITEM

ORDER # 13908609
Ordered on Apr 16, 2025
More info

3.75" x 8.5" Custom Product
Unfilled Custom Product
Delivered on: Sat 04/19/2025
Qty: 2000

TRACK SHIPMENT
REORDER THIS ITEM

ORDER # 13697737
Ordered on Feb 27, 2025
More info

4 x 6 Postcards
Unfilled Postcards
Delivered on: Mon 03/03/2025
Qty: 500

TRACK SHIPMENT
REORDER THIS ITEM

Orders

ORDER PLACED: Aug 28, 2025
STATUS: Delivered
TOTAL: \$1,520.28
ORDER NUMBER: R636266201

Order details | Invoice

NORLOGUpdate
Die cut stickers by Matthew
Size: 3.46" x 9" Quantity: 3000
\$1,343

Track this shipment
Reorder

Staff – Uniform Shirts

XS S M L XL XXL 3XL 4XL

What you need to know

Cart Summary

Subtotal: \$803.70
Shipping: \$10.00
NV Sales Tax (7.75%): \$61.29
Total: \$874.99

Outreach Web maintenance

10/08/2025

Nevada Offroad Association
Attn: Matthew Giltner, Executive Director
PO Box 1111
Carson City, NV 89702



2026 NVORA Website Quote

2026 Project Scope Includes:

- 2026 OHV Summit Set-up/Revisions & Maintenance (No major revisions needed from 2025)
- 1 Additional Event (ex: Poker Run) Set-up/Revisions & Maintenance (No major revisions needed from 2025)
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- Monthly Maintenance
- Updates to Existing Sponsors & Partners Camerally, as needed
- Updates to Existing OHV Directory, as needed
- Updates to News Articles, as needed

Monthly Maintenance & Updates Includes:

Monthly Fee = \$150.00/month (billed quarterly in advance)

- Up to 4 hours of work
- Data entry/revisions
- New page creation
- Artwork design
- Weekly maintenance of plugins, add-ons, or site updates
- Does not include fees for add-ons or plugins
- Additional time
- Billed at \$75.00 per hour in 1/2 hour increments

2026 Project Estimates

2026 Events	
2026 OHV Summit + 2026 Poker Run + 2026 Film Festival or Similar Events, Set-up/Revisions & Maintenance	\$375.00
Monthly Maintenance & Updates	
2026 Quarter 1	\$50.00
2026 Quarter 2	\$50.00
2026 Quarter 3	\$50.00
2026 Quarter 4	\$50.00
Registration & Directory Form Plugins: Annual Fee For 2026 = \$79.00/year	79.00
Event Calendar Plugin Maintenance & Updates: Annual Fee For 2026 = \$79.00/year	79.00
2025 Total	\$2,533.00

Insurance B&O /Trailers/ Event



One Sola Plaza, Suite 100
Bala Cynwyd, Pennsylvania 19004
610.617.7900 Fax: 610.617.7940
PHLY.com

Philadelphia Indemnity Insurance Company
A Stock Company (Nonparticipating)
COMMON POLICY DECLARATIONS

Policy Number: PHSD1851346-003

Named Insured and Mailing Address:
Nevada Offroad Association
PO Box 1111
Carson City, NV 89702-1111

Producer: 31815
MR. Ross Insurance
P.O. Box 17217
Reno, NV 89511

Policy Period From: 03/01/2025 To: 03/01/2026

(775) 235-6767
at 12:01 A.M. Standard Time at your mailing address shown above.

Business Description: Non-Profit Organization

IN RETURN FOR THE PAYMENT OF THE PREMIUM AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

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Commercial Property Coverage Part	
Commercial General Liability Coverage Part	
Commercial Crime Coverage Part	
Commercial Inland Marine Coverage Part	
Commercial Auto Coverage Part	
Businessowners	
Workers Compensation	
FlexiPlus Five	1,128.00

Total \$ 1,128.00

Budget justification 2027

From: Stultz Dodge Agency <DodgeAgency@outlook.com>
Sent: Wednesday, October 8, 2025 13:21
To: Mathew Giltner <mathew@trailrv.com>
Subject: Re: Insurance information.

Matt,

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Event General Liability Insurance - Off Road Meeting - Effective Date 9/1/2026 - 9/14/2026 - Cost \$195.00

Total Insurance Cost for 2026 = +/- \$2646.00

Thank you,



Lisa Stultz-Dodge
Dodge Insurance Agency
Licensed Insurance Agent

Agency Owner
AZ - CO - FL - HI - IL - LA - MO - MT - NM
NV - OH - OK - OR - SD - TX - UT - WA - WY
D: 817-776-0409
D: 702-827-6007
CA License # 4169691
<http://codgeninsuranceagency.com/>



Did you know Cybercrime is the greatest threat to every company in the world? Ask me about Cyber Liability Insurance today!

Fleet (trailers-3 @ \$1000.00)

examples of anticipated costs.

One Year Registration Approximate Fee Breakdown As of Wednesday, October 15, 2023	
Basic Registration Fee	\$24
Governmental Services Tax	\$125
Supplemental Gov. Services Tax	\$0
Motor Safety Fee	n/a
Technology Fee	
Total Estimated Registration Fees	\$149

[illegible]

07/03/2025 05:10pm

DREW'S

TIRE PROS

& AUTOMOTIVE

Invoice# 81 61125

Bill To:
NENCA OFF ROAD ASSOCIATIONS
AUTUMN CIRCLE
1
GARDING, NY 09046
CH-11 772-442-0006

*** INVOICE ***

Drew's Tire Pros
2304 E Hwy 372
Bannock, UT 89046
801-734-5454
As a Credit to your account





Page: 1/3

Item #	Size	Description	Units/Week	Qty	Unit Price	Total	Extended
NF70	NOFF	cheap synthetic stone	MW / F	1	0.60	0.90	2.80
NF2C	NOFF	Bulk Pen Hydraulic	MW / F	1	0.60	220.00	224.00
NF3C	NOFF	leaf spring	MW / F	1	0.60	130.00	245.00
UC P40	UC	10 baller soft chisel CHISEL CASE P40 10" paying with a credit card you will be charged the payment amount plus a \$1000 credit card fee. This fee is not more than the cost of SCORPUS90 these month there is no fee for debit cards	MW / F	1	0.60	-68.00	-68.00
			MW / F	3			14.30

Comments: Thank you for your business:																					
<table border="1"> <tr> <td>Cash:</td> <td>0.00</td> <td>Check:</td> <td>0.00</td> </tr> <tr> <td>Credit Card:</td> <td>836.34</td> <td>On Acct:</td> <td>0.00</td> </tr> </table>		Cash:	0.00	Check:	0.00	Credit Card:	836.34	On Acct:	0.00	<table border="1"> <tr> <td>Item</td> <td>Acct</td> <td>Auth</td> <td>Amount</td> </tr> <tr> <td>ITEM 2226</td> <td>001867</td> <td></td> <td>836.34</td> </tr> </table>		Item	Acct	Auth	Amount	ITEM 2226	001867		836.34		
Cash:	0.00	Check:	0.00																		
Credit Card:	836.34	On Acct:	0.00																		
Item	Acct	Auth	Amount																		
ITEM 2226	001867		836.34																		
<table border="1"> <tr> <td>Amount Tendered:</td> <td>836.34</td> </tr> <tr> <td>Total:</td> <td>- 836.34</td> </tr> <tr> <td>Change:</td> <td>\$0.00</td> </tr> </table>		Amount Tendered:	836.34	Total:	- 836.34	Change:	\$0.00	<table border="1"> <tr> <td>Paid:</td> <td>049.00</td> </tr> <tr> <td>Labor:</td> <td>220.00</td> </tr> <tr> <td>Credit Card Fee:</td> <td>34.15</td> </tr> <tr> <td>Subtotal:</td> <td>794.34</td> </tr> <tr> <td>Sales Tax:</td> <td>41.00</td> </tr> <tr> <td>Total:</td> <td>835.34</td> </tr> </table>		Paid:	049.00	Labor:	220.00	Credit Card Fee:	34.15	Subtotal:	794.34	Sales Tax:	41.00	Total:	835.34
Amount Tendered:	836.34																				
Total:	- 836.34																				
Change:	\$0.00																				
Paid:	049.00																				
Labor:	220.00																				
Credit Card Fee:	34.15																				
Subtotal:	794.34																				
Sales Tax:	41.00																				
Total:	835.34																				
Customer Authorization:																					

NVSOS requirement

Agency	NV Business ID	Item	Qty	Unit Price	Subtotal
NV Secretary of State's Office	NV20212148432	Nevada Offroad Association			\$50.00
		NRS Chapter 82 Nonprofit Amended List of Officers and Directors	1	\$50.00	
		Processing Fee	1	\$1.25	\$1.25

Required Software 240.00

INVOICE						
Item Details						
Service Term: 01-FEB-2025 to 01-FEB-2026						
PRODUCT NUMBER	PRODUCT DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	NET AMOUNT	TAX RATE
20020055	AzokatPro	1	EA	239.88	239.88	0.00%
					0.00	239.88
Invoice Total						
				NET AMOUNT (USD)	239.88	
				TAXES (SEE DETAILS FOR RATES)	0.00	
				GRAND TOTAL (USD)	239.88	

Summit rental 1500.00

Budget justification 2027

Hello,

Our normal fee for a non-profit rental is \$1000 per day + \$500 refundable security deposit. However, I respect the work that your organization does and value the relationship we've built. With that in mind, I'm happy to offer you a flat rate of \$1500 total for your three-day rental, with no security deposit required.

This fee will be good for your 2026 and 2027 rental of Piper's Opera House.

If you need anything else, please let me know!

Leah M Kruse
Events & Assistant Tourism Director
[Virginia City Tourism Commission](#) (VCTC)



Visitor Center Phone: 775-847-7500
NEW CELL PHONE NUMBER: 775-220-6313
E: lkruise@storeycounty.org
Storey County is an equal-opportunity provider

USPS:

From: don@plysupps.com
To: [Mathew Giltner](mailto:Mathew.Giltner)
Subject: USPS - PO Box Payment Received, Thank You
Date: Tuesday, July 15, 2025 21:39:19



Hello mathew giltner,

Thank you for your automatic payment to the USPS® in the amount of \$234.00. This payment has been applied to your PO Box renewal and your credit card has been charged. This fee renews your PO Box for the next 12 months.

Transaction number:	91002900925079
Payment amount:	\$234.00
Payment period:	12 months
Next payment due:	07/31/2026
PO Box number:	1111
Post Office location:	1111 S ROOP ST CARSON CITY, NV 89701-7552

NVADA

ACME GULCH

CONSULTING

2017, 2025

2026 October 9

To: Nevada Offroad Board of Directors

Subject: 2026 Consulting and Management Services

As we move into 2026/7, to continue the growth and success we have achieved in the last five years, I am submitting the following quote from ACME Gulch, for my management services as the Executive Director of the Nevada Offroad Association.

The current average salary for a similar position in Northwest Nevada is between 138k-231k plus benefits. This does not include travel expenses as that will be an individual line item, at statutory rates then, not compensation.

NVORA does not offer a benefit package.

As I will commit to a **minimum** "part-time" work of 20 hours per week, I have applied a discount noted below, to the lower end of that compensation range.

2026 Annual fee for service	\$140,000.00
Discount	(\$50,000.00)
Total Annual Fee	\$90,000.00

Regards

Mathew Giltner

ACME Gulch

ACME GULCH

Consulting

2507 Herring Ln Minden NV 89423

7029548714x177

MATCHSTICK SOLUTIONS

Consulting • Partnerships • Operations

Date: October 14, 2025

To: Nevada Offroad Association (NVORA) – Board of Directors

From: Laura Butcher, Matchstick Solutions (Consultant)

Subject: 2026/7 Consulting & Management Services – Quote for Grant Budget

This proposal reflects a market-aligned full-time rate and a grant-conscious discount to establish a fixed annual services fee for 2026.

Benchmark Full-Time Executive Rate (annual)	\$122,000 – \$132,000
Engagement Structure	Part-time/contract leadership & management
Discount Applied (grant budgeting)	Reduced to fixed annual fee
Quoted Annual Fee (Matchstick Solutions)	\$48,000 (billed \$4,000/month)

Scope Highlights (summary):

- Executive leadership & representation for NVORA: board reporting and stakeholder relations.
- Grant strategy, administration support, and compliance coordination as needed.
- Partnership development, sponsorship support, and industry/government engagement.
- Program & event support: scheduling, coordination, and on-the-ground operations leadership.

Budget Alignment Note: The total compensation across both consulting roles will total \$108,000 for the grant budget while maintaining market realism.

Commercial Terms:

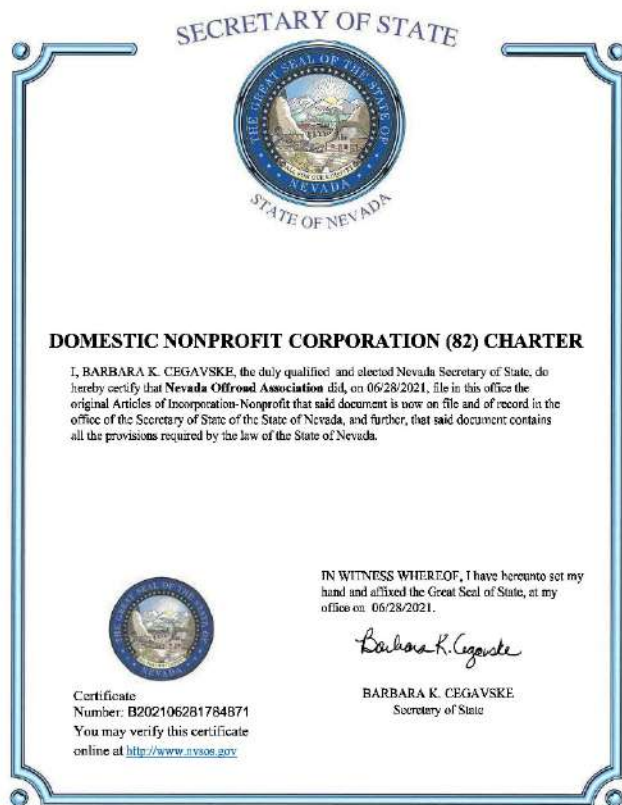
- Invoicing monthly in arrears: Net 15.
- Travel reimbursed at statutory rates (if pre-approved) and excluded from compensation.
- No employee benefits are requested or required.
- Either party may terminate with 30 days' written notice; fees pro-rated to service period.

Approved by:

Laura E. Butcher, Esq.

Laura Butcher, Matchstick Solutions

Budget justification 2027



Entity Name:	NEVADA OFFROAD ASSOCIATION	Entity Number:	E15625812021-3
Entity Type:	Domestic Nonprofit Corporation (82)	Entity Status:	Active
Formation Date:	06/28/2021	NV Business ID:	NV20212148432
Termination Date:		Annual Report Due Date:	6/30/2026
Compliance Hold:		Solicits Charitable Contribution:	No



United States Department of the Interior



BUREAU OF LAND MANAGEMENT

Carson City District
5665 Morgan Mill Road
Carson City, Nevada 89701
Phone: 775-885-6000
<https://www.blm.gov/nevada>

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

Subject: Nevada Offroad Outreach, Education, Stewardship and OHV Staging Area Improvement

Dear Committee,

To Whom It May Concern,

This letter is provided in support of the Nevada Offroad Association's (NVORA) grant proposal titled *Nevada Offroad Outreach, Education, Stewardship, and OHV Staging Area Improvement*. The Carson City District of the Bureau of Land Management supports the following grant deliverables:

- Deliverable #3: Participation in and/or hosting of OHV education events.
- Deliverable #10: Assistance with event development and ensuring regulatory compliance and permitting.
- OHV Staging Area Improvement sub-project

The OHV Staging Area Improvement sub-project proposes enhancements to the newly constructed staging area at the eastern end of Johnson Lane in Minden, Nevada. Planned improvements include the installation of partially buried boulders to clearly delineate the staging area boundaries. Additional upgrades will include new signage and an informational kiosk to promote visitor safety and encourage increased and responsible use of the area.

The proposed work aligns with the Bureau's goals for sustainable recreation and public safety.

The project has already undergone environmental review and is covered under the 2024 Environmental Assessment for the Painted Rock Mine. All activities will be conducted in compliance with the National Environmental Policy Act (NEPA) and Section 106 of the National Historic Preservation Act.

The BLM has a strong working relationship with NVORA and values their continued support in managing responsible OHV use and restoring impacted landscapes. We look forward to supporting the implementation of this project and contributing to its long-term success.

Sincerely,

Kimberly D Dow
District Manager
Carson City District

INTERIOR REGION 10 • CALIFORNIA-GREAT BASIN

CALIFORNIA*, NEVADA*, OREGON*

* PARTIAL



United States Department of the Interior



BUREAU OF LAND MANAGEMENT

Carson City District
5665 Morgan Mill Road
Carson City, Nevada 89701
Phone: 775-885-6000
<https://www.blm.gov/nevada>

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

Subject: Nevada Offroad Outreach, Education, Stewardship and OHV Staging
Area Improvement

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Sincerely,

KIMBERLY DOW
Digitally signed by KIMBERLY
DOW
Date: 2025.11.04 14:26:52 -0800

Kimberly D Dow
District Manager
Carson City District

INTERIOR REGION 10 • CALIFORNIA-GREAT BASIN

CALIFORNIA*, NEVADA*, OREGON*

* PARTIAL

**MEMORANDUM OF UNDERSTANDING
BETWEEN
UNITED STATES DEPARTMENT OF THE INTERIOR,
BUREAU OF LAND MANAGEMENT, NEVADA
AND
NEVADA OFFROAD ASSOCIATION
CONCERNING
THE STATEWIDE OHV ADVOCACY PROGRAM**

The Bureau of Land Management, Nevada State Office (BLM NVSO) is entering into a memorandum of understanding (MOU) detailing expectations and the scope of operations for Nevada Offroad Association (NVORA) Statewide OHV Advocacy Program funded through the Nevada Off-Highway Vehicles Program.

I. OBJECTIVE

The objective of this document is to clearly define the scope of work, required outreach with local BLM offices prior to work, expectations of both parties and timelines for NVORA Program work.

II. AUTHORITY

This MOU is entered into under the authority of Sections 302(a) and 307(b) of the Federal Land Policy and Management Act of 1976, 43 U.S.C. 1732(a) and 1737(b).

III. PROCEDURE

This section will outline the agreed upon procedures that must be followed for NVORA's Staff to engage in work on and/or regarding the management of use of BLM managed lands.

NVORA agrees to:

- Reach out to each individual field office's recreation staff and receive positive authorization for the facilitation of authorized project work prior to beginning work. Work could include:
 - Site monitoring, infrastructure assessments and visitor use surveys. This information will be provided to local BLM staff.
 - Site clean-up, dumpsite inventory and removal.
 - Providing light maintenance on site infrastructure (kiosks, fencing, signage etc.) For anything ground disturbing or beyond basic maintenance NVORA agrees to further contact the local BLM field office.
 - Visitor and community interpretation and interaction on state and BLM policies and laws.

- Larger projects with specific guidance from the local BLM field office.
 - Facilitate event permitting processes in coordination with applicants and BLM field office. NVORA can be noted on the BLM 2930-1 form, question 10 as "name of person(s) authorized to conduct business with BLM concerning the permit."
- Provide all supplies necessary for the project in coordination with additional partners unless specifically agreed upon with local BLM staff.
 - Provide all vehicles necessary to complete the agreed upon work in coordination with additional partners.
 - Follow NVORA's insurance requirements for safe operation while completing work.
 - Maintain open communication with BLM offices on NVORA and any additional partner's status of work.
 - Report any accidents to both the BLM local authorized officer and the BLM NVSO contact immediately.
 - Verify all volunteers who are not affiliated with the Statewide Volunteer Agreement, are under a local office agreement.

BLM NVSO Agrees to:

- Provide up to date contact lists for local BLM office recreation staff.
- Help to facilitate work requests with local BLM office staff and managers.
- Maintain and track a yearly statewide volunteer agreement for NVORA staff to volunteer on BLM public lands to further the NVORA Statewide OHV Advocacy Program within the state of Nevada
- Disseminate this agreement to local BLM staff to make them aware of NVORA Statewide OHV Advocacy Program and its mission.

IV. ADMINISTRATION

A. RECORDS MANAGEMENT: BLM owns the rights to all data/records produced as part of this agreement. All records (in all media, paper and electronic) created or produced in part or in whole are to be maintained for the duration of the agreement, made available to the BLM after each event where it is collected, and upon termination of the agreement will be turned over to BLM.

NVORA shall not retain, use, sell, or disseminate copies of any data that contains information covered by the Privacy Act of 1974 or that which is generally protected by the Freedom of Information Act. Any information furnished to any of the undersigned agencies is subject to the Freedom of Information Act (5 U.S.C. 522) and State public records laws.

B. MODIFICATION: Modifications within the scope of the agreement shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed.

C. **NON-FUND OBLIGATING DOCUMENT:** This agreement is neither a fiscal nor a funds obligation document. Any endeavor to transfer anything of value involving reimbursement or contribution of funds between the parties to this agreement will be handled in accordance with applicable laws, regulations, and procedures including those for Government procurement and printing. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the parties and shall be independently authorized by appropriate statutory authority. This agreement does not provide such authority.

D. **TERMINATION:** Any of the parties, in writing, may terminate the agreement in whole, or in part, at any time before the date of expiration.

V. **LIST OF CONTACTS**

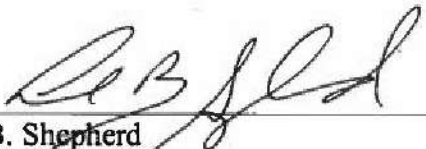
BLM PROGRAM CONTACT	NVORA PROGRAM CONTACT
Name: Tammy Owens Phone: 775-388-9978 E-mail: taowens@blm.gov	Name: Mathew Giltner Phone: 775-430-0000 E-mail: mathew@trailnv.com

VI. **COMMENCEMENT/EXPIRATION DATE**

This agreement is executed as of the date of last signature and is effective for 5 years from that date at which time it will expire unless extended.

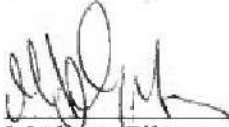
VII. **SIGNATURES**

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last date written below.



Alan B. Shepherd
Deputy State Director-Lands, Resources and Planning
Bureau of Land Management-Nevada State Office

05/24/2023
Date



Mathew Giltner
Executive Director
Nevada Offroad Association

19 May 2023
Date

VOLUNTEER SERVICE AGREEMENT—NATURAL & CULTURAL RESOURCES

1. VOLUNTEER AGREEMENT TYPE (Choose 1) ☐ Individual OR ☐ Group		2. NAME OF GROUP (if applicable)	
3. NAME OF VOLUNTEER OR GROUP LEADER COMPLETING FORM (Last, First)		4. U.S. CITIZEN OR PERMANENT RESIDENT ☐ Yes, I am a U.S. citizen or Permanent Resident ☐ No, I am not a US Citizen or Permanent Resident (if applicable, list visa type _____)	
5. STREET ADDRESS, APT #	6. CITY	7. STATE	8. ZIP CODE
9. DATE OF BIRTH	10. PHONE	11. EMAIL ADDRESS	
12. DEMOGRAPHIC INFORMATION (Optional): Please indicate both ethnicity and race and tell us if you are a veteran or have a disability. Multiracial respondents may select two or more races. This information will inform our understanding of diversity and inclusion among the volunteer force in the natural and cultural resource areas.			
12a. Ethnicity (Select one): ☐ Hispanic, Latino, or Spanish Origin ☐ Not Hispanic, Latino, or Spanish Origin		12b. Race (Select one or more, regardless of ethnicity): ☐ American Indian or Alaskan Native ☐ Asian ☐ Black or African American ☐ White ☐ Native Hawaiian or Other Pacific Islander	
		12c. Are you a Military Veteran or Active Duty Military? ☐ Yes ☐ No	
		12d. Do you have a disability? ☐ Yes ☐ No	
EMERGENCY CONTACT INFORMATION			
13. NAME (Last, First)		14. PHONE	
		15. EMAIL ADDRESS	
16. STREET ADDRESS, APT #		17. CITY	
		18. STATE	
		19. ZIP CODE	
GOVERNMENT OFFICIAL COMPLETES THIS SECTION			
20. NAME OF AGENCY/ BUREAU		21. AGREEMENT #	
22. AGENCY CONTACT NAME (Last, First)		23. AGENCY CONTACT EMAIL & PHONE	
24. REIMBURSEMENTS APPROVED: ☐ Yes ☐ No Type and Rate of Reimbursement:		25. VOLUNTEER POSITION/GROUP PROJECT TITLE:	
26. Description of service to be performed. Provide a brief abstract of volunteer or service activity and the location of the volunteer activity, and attach description of service to be performed. Service description should include details such as time and schedule commitment, use of government vehicle, use of personal equipment and/or vehicle, skills required (note certifications if necessary), level of physical activity required, etc.			
VOLUNTEER/SERVICE ACTIVITY ABSTRACT			
27. Check all that apply: ☐ Description of service attached ☐ OF-301b Volunteer Sign-up Form for Groups attached ☐ Risk Assessment attached ☐ Valid Driver's License required ☐ Background Investigation required ☐ Medical Clearance Required ☐ Other:			

PARENTAL CONSENT FOR VOLUNTEER UNDER AGE 18

28. NAME	29. PHONE	30. EMAIL ADDRESS	
31. STREET ADDRESS, APT #	32. CITY	33. STATE	34. ZIP CODE
35. I affirm that I am the parent/guardian of the abovenamed volunteer. I understand that the agency volunteer program does not provide compensation, except as otherwise provided by law; and that the service will not confer on the volunteer the status of a Federal employee. I have read the attached description of the service that the volunteer will perform. I give my permission for _____ to participate in the specified volunteer activity. 36. (NAME OF YOUTH)			
37. Parent/Guardian Signature		38. Date	

VOLUNTEER & GROUP LEADER AFFIRMATION

39. ☐ I understand that I will not receive any compensation for the above service and that volunteers are NOT considered Federal employees except as otherwise provided by law. I understand that volunteer service is not creditable for leave accrual or any other employee benefits. I also understand that either the government or I may cancel this agreement at any time by notifying the other party. I understand that my volunteer position may require a reference check, background investigation, and/or a criminal history inquiry in order for me to perform my duties.
- ☐ I understand that all publications, films, slides, videos, artistic or similar endeavors, resulting from my volunteer services as specifically stated in the attached job description, will become the property of the United States, and as such, will be in the public domain and not subject to copyright laws.
- ☐ I understand the health and physical condition requirements for doing the work as described in the job description and at the project location.
- ☐ I know of no medical condition or physical limitation that may adversely affect my (or members of the group's) ability to provide this service. (If a group, see attached OF-301b)
- ☐ I consent to being photographed and to the release of my photographic image. (If a group, see attached OF-301b)

I do hereby volunteer my services as described above, to assist in authorized activities at _____ and I agree to follow all applicable safety guidelines. See attached OF301b attached if a member of a group. (NAME OF FEDERAL AGENCY)

40. Signature of Volunteer or Group Leader	41. Date
The abovenamed agency agrees, while this arrangement is in effect, to provide such materials, equipment, and facilities that are available and needed to perform the service described above, and to consider you as a Federal employee only for the purposes of tort claims, liability and injury compensation to the extent not covered by your volunteer group, if any.	
42. Signature of Government Representative	43. Date

TERMINATION OF AGREEMENT

44. Agreement Terminated Date:	45. Total Hours Completed:
46. Signature of Government Representative:	

PUBLIC BURDEN STATEMENT

Completing this form is voluntary, but failure to provide the information will prevent program participation. According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 1093-0006. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The U.S. Department of the Interior (USDOL), U.S. Department of Agriculture (USDA), U.S. Department of Defense (USDOD), and U.S. Department of Commerce (USDOC) are equal opportunity providers and employers and prohibit discrimination in all programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means of communication of program information should contact the volunteer program to which they are applying. If you would like to file a Section 508-related complaint, please contact the DOI Section 508 Program via email at section508@ios.doi.gov or phone (202) 208-1530.

PRIVACY ACT STATEMENT

Collection and use is covered by Privacy Act System of Records INTERIOR/DOI-05 Interior Volunteer Services File System (which may be viewed at <https://www.doi.gov/privacy/doi-notices>) and OPM/GOVT-1 General Personnel Records (which may be viewed at <https://www.opm.gov/information-management/privacy-policy/#url=SORNs>) and is consistent with the provisions of 5 USC 552a (Privacy Act of 1974), which authorizes acceptance of the information requested on this form. The information is used to identify persons interested in participating in a government volunteer program, managing the volunteer program, including tort claims and injury compensation. Records or information contained in this system may be disclosed outside the agencies participating in this program as a routine use pursuant to 5 U.S.C. 552a(b)(3). Completing this form is voluntary, but failure to provide the information will prevent program participation.

From: [Kyes, Randy - FS, NV](#)
To: [Mathew Giltner](#); [Hansen, Brian - FS, NV](#); [Eddy, Christopher - FS, NV](#); [NVORA Associate Director](#)
Subject: RE: FINAL- NVORA Volunteer Service Agreement
Date: Tuesday, March 25, 2025 10:48:03
Attachments: [image006.png](#)
[image010.png](#)
[image011.png](#)
[image012.png](#)
[image013.png](#)
[image014.png](#)
[image015.png](#)
[image016.png](#)
[image017.png](#)

Hi Mathew,

We don't have a specific defined timeline for when they need to be renewed, just that we need to review them each year and see if there are any changes to the groups, activities, risk, etc. that would trigger a new agreement. Reviewing the existing documents, I feel we are good to go under the 2023 forest-wide VSA this year, and revisit in 2026 to potentially just do a fresh renewal of the agreement for the next chunk of years.

Thanks,



Randy Kyes
Recreation, Heritage, & Wilderness Staff
Officer

Forest Service
Humboldt-Toiyabe National Forest

p: 775-352-1254

c: 775-527-1391

randy.kyes@usda.gov

1200 Franklin Way
Sparks, NV 89431

From: Mathew Giltner <mathew@trailnv.com>
Sent: Tuesday, March 25, 2025 09:32
To: Hansen, Brian - FS, NV <brian.c.hansen@usda.gov>; Eddy, Christopher - FS, NV <Christopher.Eddy@usda.gov>; Kyes, Randy - FS, NV <Randy.Kyes@usda.gov>; NVORA Associate Director <alexis@trailnv.com>
Subject: RE: FINAL- NVORA Volunteer Service Agreement

Ok, thanks for letting me know.

We just want to be sure there is not a gap, and it is easier than VSA with the seven ranger districts we work with regularly, (still need to get mtn city into the fold) .

mdg

Mathew D. Giltner
Executive Director
Nevada Offroad Association
PO Box 1111
Carson City NV 89702
[775.430-0000](tel:775.430-0000)
nevadaoffroad.us
mathew@trailnv.com
facebook.com/TrailNV
A Nevada Non-Profit 501(c)3
#RideSafeRideSmart



From: Hansen, Brian - FS, NV <brian.c.hansen@usda.gov>
Sent: Monday, March 24, 2025 15:24
To: Mathew Giltner <mathew@trailnv.com>; Eddy, Christopher - FS, NV <Christopher.Eddy@usda.gov>; Kyes, Randy - FS, NV <Randy.Kyes@usda.gov>; NVORA Associate Director <alexis@trailnv.com>
Subject: Re: FINAL- NVORA Volunteer Service Agreement

Hey, Mathew - hope you've been well!

With your VSA being a forest-wide agreement, I am going to default to Randy on how he'd like to proceed.



Brian Hansen
Recreation Officer
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Caring for the land and serving people

From: Mathew Giltner <mathew@trailnv.com>

Sent: Thursday, March 20, 2025 8:29 AM

To: Eddy, Christopher - FS, NV <Christopher.Eddy@usda.gov>; Kyes, Randy - FS, NV <Randy.Kyes@usda.gov>; Hansen, Brian - FS, NV <brian.c.hansen@usda.gov>; NVORA Associate Director <alexis@trailnv.com>

Subject: RE: FINAL- NVORA Volunteer Service Agreement

Good morning everyone,

As we are heading to our offroad busy season, while putting finishing touches on some projects on USFS managed Public Lands from 2024. and looking to at least one other in 2025, I wanted to touch base and see if we needed to renew or otherwise acknowledge the 2023 VSA and agreements between NVORA and the FS.

With other agencies the agreements need to be renewed every 24 months, in others they are "Valid until cancelled" .

I have attached the documentation from July 2023.

Please let us know what if anything we need to do to keep these in effect.

Mdg

Mathew D. Giltner
Executive Director
Nevada Offroad Association
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From: Eddy, Christopher - FS, NV <Christopher.Eddy@usda.gov>
Sent: Wednesday, July 26, 2023 07:55
To: Mathew Giltner <mathew@trailnv.com>
Cc: Kyes, Randy - FS, NV <Randy.Kyes@usda.gov>; Hansen, Brian - FS, NV <brian.c.hansen@usda.gov>
Subject: FINAL- NVORA Volunteer Service Agreement

Good afternoon, Matthew,

Please find the attached, signed, Volunteer Service Agreement and Risk Assessment for NVORA. Randy Kyes (Cc'd) is the Forest Recreation/Wilderness Program Manager and will be the new point of contact for NVORA. We very much appreciate all of the work and volunteer contributions NVORA provides to the Humboldt-Toiyabe National Forest!

Respectfully,



Christopher Eddy
Recreation Management Specialist – Developed/Dispersed

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From: [Owens, Tammy A](#)
To: [Mathew Giltner](#)
Subject: RE: [EXTERNAL] NVORA BLM MOU
Date: Thursday, March 20, 2025 09:33:57
Attachments: [image001.png](#)

Hi Mathew,

Thank you for your inquiry regarding the status of the Memorandum of Understanding (MOU). As of now, the Bureau of Land Management (BLM) has not requested a withdrawal of the MOU and considers it to be valid and in effect.

If you have any further questions or need additional information, please feel free to reach out.

Tammy Owens

Acting BLM NV Recreation and National Conservation Lands Program Lead

Acting BLM NV Wilderness Lead

BLM NV Recreation Lead-Trails, Travel Management, Off Highway Vehicles, Special Recreation Permits

Bureau of Land Management-Nevada State Office

BLM Nevada Employee Ambassador: Helping to Keep Your Friends Around

Phone 775-388-9975

Web www.blm.gov/visit **Email** taowens@blm.gov

1340 Financial Blvd., Reno, NV 89503

Duty Stationed: Elko, NV

From: Mathew Giltner <mathew@trailnv.com>

Sent: Thursday, March 20, 2025 8:40 AM

To: Owens, Tammy A <taowens@blm.gov>

Subject: [EXTERNAL] NVORA BLM MOU

This email has been received from outside of DOI - Use caution before clicking on links, opening attachments, or responding.

Happy 1st day of spring,

Attached in our 2023 MOU between NVORA and BLM, as we are heading into our busy season, before it gets too nutty, I wanted to touch base to ensure our MOU is still in effect, as sometimes there is a hard termination date or an implied termination date and we want to be sure it does not lapse.

Thanks in advance

Mdg

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