

October 26, 2017

Nevada Dept. of Conservation and Natural Resources
Off-Highway Vehicles Program
Attn: DCNR J. Scanland
901 S. Stewart Street, Suite 1001
Carson City, NV 89701

To Whom It May Concern:

Please find attached the Fall 2017 State of Nevada Off-Highway Vehicle Program grant application.

These funds will be utilized to provide overtime pay for two deputies to conduct OHV enforcement and education on public lands. Weekend saturation patrols will be conducted utilizing UTV's to contact OHV operators and check registration compliance, enforcement and education.

We will utilize a UTV to conduct weekend countywide saturation patrols to enforce OHV requirements including providing pamphlets with the guidelines and applicable laws. We have a large problem with unsupervised juveniles riding OHV's on public roadways and areas closed to public access resulting in damage to both county and private and property. Staffing levels do not allow us to address these issues on the weekends the use of deputies on overtime dedicated to the issue would be a tremendous asset to the Sheriff's Office and citizens of Washoe County.

Sincerely,



Sheriff Chuck Allen
Washoe County Sheriff's Office

one agency, one team, one family





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



OFF-HIGHWAY VEHICLES GRANT PROGRAM
NEVADA DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES
NEVADA COMMISSION ON OFF-HIGHWAY VEHICLES
NRS 490

FALL 2017 GRANT APPLICATION

(RFA APPENDIX A)

APPLICATIONS DUE

November 1, 2017, 4:00 PM, PST

Please mail early; Applications postmarked prior to 4:00 pm on November 1, 2017 but not received prior to that time are untimely and will not be considered.

NOTE: this is the State OHV program, NOT the Federal Recreational Trails Program

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

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

AND

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

DO NOT ATTACH ITEMS THAT ARE NOT REQUIRED.

For questions please contact:

Jenny Scanland
Executive Secretary
(775) 684-2794
jscanland@ohv.nv.gov

**NEVADA OFF-HIGHWAY VEHICLES PROGRAM
GRANT APPLICATION**

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

Project # _____ (State admin only)

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

SECTION I - PROJECT INFORMATION

1. **Project Name:** OHV Enforcement /Education
2. **Project Dates:** Expected *Start:* January 2018 *Expected Completion:* January 2020
3. **Applicant Name:** Washoe County Sheriff's Office

Phone: 775-328-2895

Mailing address: 911 Parr Boulevard Reno, Nevada 89512

Email: dbailey@washoecounty.us

4. **Classification of Applicant:** *(check one)*

Federal State County Local/Municipal Other: _____

Partnership Non-profit For Profit Individual

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

5. **Project Manager:** Sergeant David Bailey

Phone: 775-328-2895

Mailing address: 911 Parr Boulevard Reno, Nevada 89512

Email: dbailey@washoecounty.us

6. **State T-Vendor #** (if available) _____

7. **Landowner:** Public

Contact: _____

Phone: _____

Mailing Address: _____

Email: _____

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

federally managed public land Private Land County City

Other: _____

Lease; Attach copy of lease with expiration date.

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

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

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

State OHV Grant Request: \$ 12,768

Other Funds: _____

Total Project Amount _____ 100%

What are the sources of your leveraged (other) funds?

Federal Private In-kind City/County Other

Please *describe* source(s):

Type here: _____

11. **Project Type(s) (NRS 490.069 Sec.2c) check all that apply:**

Studies or planning for trails and facilities;

Environmental Assessments and Environmental Impact Studies.

○ Other studies _____

- Acquisition of land for trails and facilities
- Mapping and signing of trails and facilities
- Reconstruction, enhancement or maintenance of existing trails and facilities
- Construction of new trails and facilities
- Restoration of areas that have been damaged by the use of off-highway vehicles.
- The construction of trail features, trailheads, parking, or other ancillary facilities which minimize impacts to environmentally sensitive areas or important wildlife habitat areas.

X Safety training and education related to the use of off highway vehicles

X Compliance and enforcement

Note: Operations & management and purchase or lease of equipment associated directly with a project are eligible.

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

- | | | |
|--|---|---------------------------------------|
| <input type="checkbox"/> Mountain Biking | <input type="checkbox"/> Hiking/Backpacking | <input type="checkbox"/> Equestrian |
| X Single track motorcycle | <input type="checkbox"/> Snowmobiling | <input type="checkbox"/> Snowshoe/ski |
| X ATV quads | <input type="checkbox"/> Dune buggy | X Side by side 50" or wider |
| <input type="checkbox"/> Race Course | <input type="checkbox"/> Skills riding course | |

Other Type here:

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

Type here: To conduct OHV enforcement and education on public lands. Weekend saturation patrols will be conducted utilizing UTV's to contact OHV operators and check registration compliance, enforcement and education.

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

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

Other: ___ Washoe County Ordinance for OHV _____

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

- No Yes

Number of projects funded: ___ One _____

Amount of funding Received: \$ ___ Approximately \$15,000 _____

Number of projects Completed: ___ One _____

SECTION II – LOCATION, MAPS, PHOTOS

Project Location:

County: ___ Washoe _____

Nearest Municipality/Town/City: Reno/ Sparks _____

Center of project: Latitude: _____ Longitude: _____

Maps are a very important part of the application. They are considered part of the final agreement if funded. Please provide readable, proficient maps.

Required Maps: for all maps please include a legend, north arrow, scale, and map name.

Topographic maps preferred. You may include *additional* aerial/google maps.

- General location map (showing project area within the state or county)

- Topographic map (7.5 minute series quadrangle, 1:24,000 scale) with project boundary and map name Township: _____ Range: _____ Sections _____
- Detail map indicating specific project elements (e.g., structures, trail alignment)
 - Maps larger than 11x17 will not be accepted

Please attach the following photographs:

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

SECTION III - Federal Lands or Other

Federal Environmental Compliance

A. If Federal funds or Land are a part of the project and NEPA was completed, indicate which document was produced, and **please attach the decision document to this application:**

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

X Not applicable

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

SECTION IV - BUDGET

Proposed Budget: Provide your budget details in the following format. This budget should align clearly with your scope of work from #13.

- ***Please follow this format as much as possible*** and be very specific, as your application will rate higher. You may create your own spreadsheet.
- Reminder, include all sources of funds for the completion of the project including federal, in-kind, private/city/county and state funds.
- **Attach copies of estimates and identify what each contract will include.**

- *Attach copies of all quotes/estimates.*

Item Description	Item	OHV Grant Request	Federal	Other	Total
Contracts: studies, planning , design, engineering					
Contracts: construction					
Direct labor costs Salaries, including fringe, actual costs	Overtime	\$12,768			\$12,768.00
Volunteer or donated labor/in-kind # Hrs. skilled labor @\$23.56/hr. (not required but is important for scoring higher) <i>(You will have to provide paperwork for this in your reporting to receive score points)</i>					
Purchase or rental of equipment - Specify type of equipment – cost- # of days. <i>Attach estimate or quote.</i>					
Purchase of Materials List items & cost of each item or group of items.					
Vehicle Gas and Maintenance standard is now at .54 per mile. Estimate miles.					
Other: be specific					
Other: be specific					
Totals		\$12,768			\$12,768.00
Percentages					100%

SECTION VI – TRANSMITTAL LETTERS and LETTERS OF SUPPORT

Transmittal Letter(s): transmittal letter(s) must be submitted **and attached to this application**. They must be signed by the appropriate club or agency head, (Chairperson/President of the organization or other authorized official) **AND by the landowner**.

- Land Owner:** a letter of support by the landowners (county, city, state, federal, private) stating that they have read and agree (1) to the application (2) that the applicant’s interest in the subject land 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 NAC 490.1355 (3) and any match or other tasks in the application that are assigned to them. The State may require the landowner/agency to be co-grantee on the grant agreement/contract.
- A commitment to maintain the trail/facility, and allow for motorized access to those facilities for 25 years or the normal life of the project, by the appropriate entity.
- Letters of Support are limited to three (3).** Please attach them to the application.

SECTION VII – SCORING NARRATIVE

Address the following 14 questions in the order listed below.

- **Be specific and concise** with your answers.
- **Please submit no more than five (5) double-sided pages for your Narrative.**
- **Please type directly into this application.** *If the form doesn’t work for you, please cut and paste into another document and answer in the same order as given below. (if not applicable answer N/A)*

1	<i>Public Education, Law Enforcement & Outreach:</i> Please describe how your project/program will incorporate public education and/or outreach to increase registration and showcase the benefit of OHV communities, including registration events.	We will utilize a UTV to conduct weekend countywide saturation patrols to enforce OHV requirements including providing pamphlets with the guidelines and applicable laws. We have a large problem with unsupervised juveniles riding OHV’s on public roadways and areas closed to public access resulting in damage to both county and private and property. Staffing levels do not allow us to address these issues on the weekends the use of deputies on overtime dedicated to the issue would be a tremendous asset to the Sheriff’s Office and citizens of Washoe County.
2	<i>Trail Mapping:</i> Please describe how your project /program will move public lands in Nevada towards having travel plans completed and will result in trail mapping and creation of maps for the public. (With landowner/manager approval).	N/A
3	<i>Access:</i> Please describe how your project/program ensures protection of access.	N/A

	<i>Explain what access/opportunities would be lost or restricted if the project doesn't occur.</i>	
4	Demand for New Facilities: <i>Please describe the justification (the DEMAND) for NEW facility/program development: restrooms, trails, signs, and other amenities.</i>	N/A
5	Connectivity: <i>Please describe the increase in connectivity between trails, facilities and other locations that your project/program would provide when completed. Attach maps if necessary. i.e. towns, parks, areas, trails etc.</i>	N/A
6	Environmental Studies: <i>please describe how your environmental studies, project/program is in a highly desired area that will result in maintaining or expanding OHV riding areas.</i>	N/A
7	Design for Conservation: <i>please describe how your project/program considers water and habitat conservation. Example: how the trail features are designed to be sustainable while protecting environmentally sensitive areas or important wildlife habitat area.</i>	N/A
8	Existing Facilities: <i>please describe how your project /program assists in the maintenance and/or rehabilitation of Existing Facilities. "Taking care of what is already there to protect the investment".</i>	N/A
9	Leveraged Projects: <i>please describe how your project/program leverages private, BLM, USFS, State, local government, or in-kind funding, services or donations (considered as investment in the project. Match is not required but is commended and will receive additional points).</i>	N/A
10	Partnering: <i>Please describe coordination that has occurred with stakeholders, partners and the public in which all interests have had an opportunity to be heard related directly to this project/program.</i>	N/A
11	Youth and Family Engagement: <i>Please describe how your project/program helps to engage youth and families.</i>	A majority of Our OHV issues are a result of unsupervised juveniles riding on public streets and areas. A saturation patrol will increase contacts and provide OHV pamphlets with the requirements of OHV registration and proper operational guidelines.
12	Economic Integration; <i>Please describe how your project/program develops outdoor recreation opportunities that help local and/or regional economies grow (e.g., economic impact, additional</i>	N/A

	<i>OHV funding sources, improved user or business group participation).</i>	
13	<i>Underserved populations: Please describe how your project/program helps to meet the needs of underserved regions and populations. (e.g., identify people and neighborhoods without access to trails, and establishes outdoor recreation opportunities for them; or creates new recreational opportunities not currently available in the area)</i>	N/A
14	<i>Maintenance: although this OHV grant program requires maintenance of all facilities funded for 25 years or the normal life of the project, we would like you to please describe HOW your project will be maintained and WHO has committed to the ongoing maintenance of the facility or continuation of the service/program. (Please also attach letter as described in Section VI).</i>	N/A
	<i>Additional justification or project history if you feel important and doesn't fit under a criterion listed above.</i>	<i>Type here</i>

Overtime Costs Per Deputy For OHV Use

Deputy Hourly Cost	\$57.00
OT Hours	224
Total Cost to Washoe County	\$12,768.00