

Off-Highway Vehicle (OHV) Advisory Committee

 1st Floor, ODC Pueblo Room Clark County Government Center
 500 S. Grand Central Parkway Las Vegas, NV 89155 Wednesday, September 25, 2019 at 4:00pm

AGENDA

NOTE: Please complete the Public Comment Interest Card and submit to Amelia Smith.

- Items on the agenda may be taken out of order
- The committee may combine two or more agenda items for consideration
- The Committee may remove an item from the agenda or delay discussion relating to an item at any time
- No action may be taken on any matter not listed on the posted agenda
- Please turn off or mute all cell phones and other electronic devices
- Please take all private conversations outside the room
- With forty-eight (48) hour advance request, a sign language interpreter, or other reasonable efforts to assist and accommodate persons with physical disabilities, may be made available by calling 702-455-3530 or TDD 702-385-7486 or Relay Nevada toll free 800-326-6868, TD/TDD.
- Supporting material provided to Committee members for this meeting may be requested from Amelia Smith, 702-397-6475 and is available at the County's website at <u>www.clarkcountynv.gov</u>

ers: Debbie Burgos – Chair	Sue Baker
Charles Law – Vice Chair	Ross Williams
Steve Paxton	Dave DesMarais
Michael Frye	Kenny Thatcher
Ken Freeman	Donald Jackson
Amelia Smith, 702-397-6475, <u>CCOHV</u>	@ClarkCountyNV.gov
Catherine Jorgenson, Deputy Distric	t Attorney
	Steve Paxton Michael Frye Ken Freeman Amelia Smith, 702-397-6475, <u>CCOHV</u>

- I. Call to Order Roll call
- II. Public Comment This is a period devoted to comments by the general public about the items on this agenda. No discussion, action or vote may be taken on this agenda item. If you wish to speak to the Committee about items within its jurisdiction but not appearing on this agenda, you must wait until the "Comments by the General Public" period listed at the end of this agenda. Comments will be limited to three minutes. Please step up to the speaker's podium, if applicable, clearly state your name and address and please spell your last name for the record. If any member of the committee wishes to extend the length of a presentation, this will be done by the Chair or the Committee by majority vote.
- III. Approve Meeting Minutes from July 31, 2019 (for possible action)
- IV. Approval of Agenda for September 25, 2019 (for possible action)

- V. Informational Items (for discussion only)
 - Tracking Issue # 1 Nikhil Narkhede & Lora Hendrickson to discuss the Off-Highway Vehicles Program's Request for Grant Applications, the Grant Application, registration process, projects and discuss the grant program. Please refer to this link for more information <u>https://ohv.nv.gov/2020-grants</u>.
 - 2. Tracking Issue # 2 Debbie Burgos to provide an update.
 - 3. Tracking Issue #21 Mike Frye to provide an update.
 - 4. Steve Paxton to discuss a grant pre-application which has been submitted to the Recreational Trails Program for funding to add a trail head designation and parking area at Wheeler Pass Trail in West Clark County.
 - 5. Identify emerging issues to be addressed by the committee during future meetings.
 - 6. Announcements of general information that may be of interest to committee members or the general public.
- VI. Business Items
 - 1. Committee members to elect a Chair and Vice Chair to serve a 1 year term which will begin proceeding tonight's vote. (for possible action)
 - 2. Tracking Issue # 12 to be reviewed in order to determine whether it should be added back onto the Issue Tracking List as an active assignment. (for possible action)
- VII. Comments by the General Public- A period devoted to comments by the general public about matters relevant to the Committee's jurisdiction will be held. No vote may be taken on a matter not listed on the posted agenda. Comments will be limited to three minutes. Please step up to the speaker's podium, if applicable, clearly state your name and address and please spell your last name for the record. If any member of the Committee wishes to extend the length of a presentation, this will be done by the Chair or the Committee by majority vote.
- VIII. Next Meeting Date: Wednesday, November 6, 2019 from 4:00pm to 6:00pm 1st Floor, ODC Pueblo Room Clark County Government Center 500 S. Grand Central Parkway Las Vegas, NV 89155
 - IX. Adjournment

POSTING LOCATIONS: This meeting was legally noticed and posted at the following sites:

- Clark County Government Center, 500 Grand Central Pkwy, Las Vegas, NV 89155
- City of Henderson, City Hall, 240 Water St., Henderson, NV 89015
- City of N Las Vegas, City Hall, 2250 N Las Vegas Blvd., N Las Vegas, NV 89030
- City of Las Vegas, City Hall, 495 S Main St., Las Vegas, NV 89101
- Boulder City, City Hall, 401 California Ave., Boulder City, NV 89005
- Laughlin Town Manager's Office, 101 Civic Way, Laughlin, NV 89028
- Moapa Valley Community Center, 320 North Moapa Valley Rd., Overton, NV 89040
- Mesquite City Hall, 10 East Mesquite Blvd., Mesquite, NV 89027



Off-Highway Vehicle (OHV) Advisory Committee

July 31, 2019

MINUTES

Committee Members:	Debbie Burgos- Chair – PRESENT Charles Law- Vice Chair – EXCUSED Steve Paxton- PRESENT Michael Frye- PRESENT Ken Freeman- PRESENT	Sue Baker- PRESENT Ross Williams- PRESENT Dave DeMarais- PRESENT Kenny Thatcher- PRESENT Donald Jackson- PRESENT
Secretary:	Amelia Smith, 702-397-6475, CCOHV a ClarkCo	puntyNV.gov
Legal Counsel:	Catherine Jorgenson, Deputy District Attorney	

I. Call to Order – Roll call

The meeting was called to order at 4:02 p.m. Commissioner Marilyn Kirkpatrick and Commissioner James Gibson were also in attendance

II. Public Comment

Nikhil Narkhede – From the Department of Conservation Off-Highway Vehicles Program which is governed by the Off-Highway Vehicles Commission. There is approximately \$900,000 worth of grant funding available yearly. The grants are awarded to those who are working on OHV related projects such as sustaining and maintaining OHV access, improving trails and facilities, enforcing OHV registration, etc. Kevin Bailey - Vegas Valley 4 Wheelers President and Hump N Bump Chairman, here in support of keeping trails open.

III. Approval of May 29, 2019 Minutes

Moved by: Dave DesMarais

Action: Approved, Bob Adams' comment was recognized by the board and will be provided as an attachment with the 5.29.19 approved minutes Vote: 7-0/Unanimous

IV. Approval of Agenda for July 31, 2019

Moved by: Ross Williams Action: Approved Vote: 7-0/Unanimous

- V. Informational Items (for discussion only)
 - 1. The meeting agenda and minutes have been reformatted.

The agenda and minutes have been reformatted to conform to Administrative Services layout and according to the BCC agenda design. This is in an attempt to provide an agenda which is easy to follow and will aid in keeping the committee on task.

- 2. The meeting audio will be made available on the Clark County website. http://www.clarkcountynv.gov/airquality/forms/Pages/Agendas--Minutes.aspx
- 3. Identify emerging issues to be addressed by the committee during future meetings.

Michael Frye- Would like grants to be discussed in a future meeting but would like to know the grounds for those who would wish to apply. Catherine Jorgenson- Clark County, individuals, or groups may apply for grants depending on what's available. Marilyn-Currently, Northern Nevada receives the majority of the grant money and she would like to see Southern Nevada as recipients as well. Committee members will follow up for more information and look forward to a presentation by Nikhil in September. Dave DesMarais – would like Item 12 to be readdressed and added to the next agenda and placed back on the Issue Tracking List. Donald Jackson- the Gemini Solar Project is open for public comment until September. Debbie Burgos- requested a link which the committee will use to distribute information via social media and other avenues.

4. Announcements of general information that may be of interest to committee members or the general public.

Nikhil Narkhede- a FREE Annual OHV Summit will be held in Caliente, NV. Nevada community members are invited to hear from land managers, current grantees and law enforcement. The summit will take place from October 31-November 2.

- 5. Reminder that the committee will elect a Chair and Vice Chair during the September 25, 2019 meeting.
- VI. Business Items
 - 1. Reprioritize Issue Tracking List, select issue managers, and possibly delete items from the Issue Tracking List. (for possible action)

Moved by: Kenny Thatcher

Action: Approved as recommended as one motion Vote: 9-0/Unanimous

Item 19- change priority to High, Ken Freeman will work to have BLM attend a future meeting for a presentation.

Item 20- change priority to Low and combine items 19 & 20,

Item 21- change priority to High. The Issue Manager is Mike Frye. Mike will meet with Marilyn to discuss potential designations that are in her district,

Items 4, 10 and 14 - have been combined and set as a High priority, Donald and Kenny will be the Issue Managers and will work with other committee members as necessary,

Item 1 - change priority to High, committee requests an OHV presentation for September 25th or as soon as possible,

Item 2 – Priority will remain Low. The committee requested a cost analysis and additional information regarding riding and racing permissions,

Item 7 – the priority level will remain Low. The Gemini Solar Project is included in this item. The committee will provide the public comment period information to their contact lists and social media sites. Marilyn will provide the application information for Steve Paxton,

Item 8 - Change status to complete,

Item 9 - Change status to complete,

Item 11 – The priority will remain Low. Change wording from "Historical race courses" to "Historical trails" and Kenny will work to provide additional information,

Item 13 - Change status to complete,

Item 15 – Change priority level to High. Ken Freeman will provide Marilyn with an ideal wish list which will provide Marilyn the ability to adequately communicate what's needed for those who are putting on races.

Item 16 – Change status to complete

Item 6 – To remain tabled indefinitely

2. Review and/or approve 2020 meeting DRAFT calendar. (for possible action)

ACTION: APPROVED AS RECOMMENDED - By way of a consensus of agreement amongst the 9 committee members in attendance as follows: The provided dates have been approved tentatively.

VII. Public Comment

Lora Hendrickson – received a grant from the state for the OHV marketing program and is also helping to revamp the OHV website. The board would like to know which grants are available so they can communicate with their bases. Kevin Bailey – mentioned the need for a single site to be utilized in providing maps, trail information, and rules and regulations for off-roading, and suggested that the BLM and USFWS present to the board to communicate rules and regulations to OHV users.

VIII. Next Meeting Date

The next regular meeting will be September 25, 2019

IX. Adjournment

The meeting was adjourned at 5:26 p.m.

Period Covered: August 29, 2018 - September 25, 2019

Key: 21 Total Items:

0 items pending priority (P) 4 Items as Low Priority (L) 7 Items as High Priority (H) 1 Item as Tabled (T)

7 items have been completed 2 items have been removed

High Priority Items (7):

<u>ب</u>	Item Number P
Т	Priority
Presentation from OHV Commission	Priority Name of Issue
The Nevada Commission on OHVs is responsible for implementing a grant program that funds a variety of OHV related projects including trail improvements, law enforcement, mapping, signage, and education. Member(s) of the Commission will be invited to present information about the grant program and to discuss opportunities to partner with the	Description of the issue and its importance
Sue Baker	Issue Manager(s)
•Summary on OHV Commission obligations and responsibilities	Issue Manager To Do List
No County considerations at this time	County Considerations
Nikhil Narkhede to present during September 25 meeting	Status

19 ່ງ 14 10 4 Number Item Combined with #4 Combined with #4 Priority Т I I Clark County **OHV** Recreation Designation of used for racing Inventory of trails system roads/trails to designated Add County race tracks/ prioritization of Primm as an land that can be courses Identification & lands bill Area in federal legislation the federal Name of Issue areas that can be used for pursue protection and/or formal designation of the trail system. courses; identify potential conflicts Map existing trails and race protect Primm as an area dedicated recreational racing, possibly OHV Obtain a list from the BLM outlining other informational materials; Clark County; develop maps and designated trails to federal land use applications; identify with proposed lands bill and other to OHV recreation. that will formally designate and Include language in the lands bil events. Identify a system of trails within Add County designated roads/ tor protection. tracks/courses that may be suitable Description of the issue and its legislation. Importance Ken Donald Kenny Ken Donald Donald Freeman Freeman Kenny Thatcher Jackson & Manager(s) Jackson & Thatcher Kenny Jackson & Thatcher Issue • Reach out to BLM to discuss data needs •Set up a meeting w/ USFWS & BLM existing trails •Obtain map from BLM organizations. •Collect maps and GIS data of current Gather data on from various racing racetrack courses Issue Manager To Do List Multiple competing time considerations at this No County coordination with with existing land uses; should be compatible USFWS concerns w/ interests in the area multiple agencies jurisdiction only all future planning need to consider ACEC Protective Corridor Will require Clark County Lands that are under proposed lands bill for potential conflicts with High-speed events Desert Tortoise Considerations County Refer to Item #4 for Refer to Item #4 for provide future BLM to working with a race. an ideal wish updates various maps from meeting attend a coordinating needs when address the Marilyn with Ken will updates organizations Compiling Ken is list to Status

Clark County Off-Highway Vehicle Advisory Committee

Issue Tracking List

Page 2 of 9

21	20	ltem Number
Т	Combined with #19 LOW priority	Priority
Designation of 7 OHV Recreation Areas in federal lands bill	Designation of Ivanpah Trails System in federal lands bill	Name of Issue
Include language in the lands bill that will formally designate and protect Indian Springs, Glendale, Overton, Moapa, Bunkerville, and 2 areas of Stump Springs as areas dedicated to OHV recreation.	Identify a system of trails within Ivanpah; develop maps and other informational materials; pursue protection and/or formal designation of a trails system.	Description of the issue and its importance
Mike Frye	Donald Jackson	lssue Manager(s)
•Set up a meeting w/ Commissioner Kirkpatrick to vet the areas she represents (Overton, Moapa, and Bunkerville)	●Set up a meeting w/ USFWS & BLM	lssue Manager To Do List
Will require coordination with local land management agencies (BLM & the Forest Service)	Multiple competing interests in the area; USFWS concerns w/ Desert Tortoise Protective Corridor ACEC	County Considerations
Mike will meet with Marilyn to discuss potential designations in her district		Status

Low Priority Items (4): See Item 20-Low / Combined with Item 19 - High

7	2	ltem Number
—	F	Priority
Renewable Energy Applications/ Gemini Solar	BLM presentation on permit process & cost recovery	Name of Issue
BLM has recently observed a significant increase in the number of applications for renewable energy projects on public lands in southern Nevada. Some of these applications conflict with OHV recreation areas and could impact future events. Coordinate with BLM to identify all current applications and review for potential conflicts. The Committee may consider submitting comment letters to the BLM regarding any proposed projects that would negatively impact OHV recreation. Discuss opportunities for involving the Committee in review of proposed projects earlier in the permitting process.	Staff from the local BLM office will be invited to discuss the current process for permitting OHV related events on public lands. Discussion may include identifying opportunities for streamlining the permitting process.	Description of the issue and its importance
Steve Paxton	Debbie Burgos	Issue Manager(s)
 Contact BLM & ask to be notified of future solar applications Obtain a list of current projects and their status Request deadlines of when comments on are due 	•Contact So. NV BLM Office for a presentation on permit process & cost recovery.	Issue Manager To Do List
No County considerations at this time	No County considerations at this time	County Considerations
The Committee will share the 'public comment period' links with their contact lists Gemini Solar Project Submit Comments by September 5 th , 2019 <u>blm riv sndo ge</u> <u>minisolar@blm.</u> <u>gov</u> Helpful Information for the Project: <u>https://go.usa.</u> gov/xntTQ	Committee requested a cost analysis and additional information regarding riding and racing permissions	Status

Hills	Description of the issue and its importance Ma Historical trails in the Nelson Hills Ker
t	nd its Issue Manager(s) Hills Ken Freeman
Considerations Considerations Maintenance of the BCCE for the protection	

Items Tabled by the Committee (1):

6	ltem Number
H	Priority
BLM	Priority Name of Issue
BLM is currently revising the RMP for the Las Vegas field office and the draft RMP is expected to be released in October. The public will be given 90 days to review and provide comments. The OHV Advisory Committee should review land use designations and proposed management actions outlined in the draft RMP for conflicts with OHV recreation opportunities. The Committee may decide to submit a comment letter to the BLM articulating any concerns about impact to OHV recreation.	Description of the issue and its importance
TABLED until further notice	lssue Manager(s)
	lssue Manager To Do List
Draft RMP was tentatively scheduled for publication in October, but has been delayed. The comment period is expected to be 90 days be 90 days	County Considerations
TABLED INDEFINITELY	Status

Items Completed by the Committee (7):

Item Number 3	Priority	Name of Issue Designation of Logandale Trails in federal lands	Description of the issue and its importance Include language in the proposed County lands bill that will formally designate and protect the	Je and its roposed I formally	Je and its Issue Manager(s) roposed t formally Charles Law	e and its oposed formally	e and its Issue I Manager(s) oposed Charles Law N
J	C	HR 857 - Off Road Recreation & Conservation Act Act	Congressman Paul Cook (CA) has introduced HR 857, which will establish six National Off-Highway Vehicle Recreation Areas in the California desert. Some of these areas are located in proximity to Clark County. Consider whether there are adjacent lands in Clark County that may suitable for designation as a National Off- Highway Vehicle Recreation Area to provide for contiguous OHV recreation across the state line. Any identified areas could be included in HR 857 or in the County's proposed lands bill.		Cmmr. Kirkpatrick	Cmmr. Kirkpatrick sponsors of HR857 to obtain a map of the OHV Recreation Areas addressed in this bill.	

00 200 9 Number Item Priority 0 0 0 Add regarding OHV supplementary BLM land swap State Park & Valley of Fire diameter or less micrometers in Particulate *PM₁₀ stands for Update - *PM₁₀ **Nellis Dunes** Name of Issue language to the Matter 10 use Lands Bill needs and priorities of the Lands Bill. property that was offered to Valley of Fire, however, Valley of Fire of the Nellis Dunes area can be re-Possible segment of land on BLM PM₁₀. Investigate whether portions **OHV** recreation in Nellis Dunes was express to the Committee the top Add supplementary language to the Lands Bill regarding OHV use, land may be ideal for OHV use. Committee thinks this segment of rejected this piece of land. opened to OHV recreation. terminated due to concerns about Description of the issue and its importance Freeman Ken **Michael Frye** Sue Baker Manager(s) Issue Supply maps & draft paper on PM₁₀ and Nellis Dunes presentation on the Park. of BLM's attempt to Research the issue they have any Air Force to see if prepare an issue of Air Quality to plan for Nellis Dunes language to the considerations concerns or Reach out to the Contact Department Invite BLM to give a Committee. Valley of Fire State "give back" land to Issue Manager To Do List time considerations at this No County time considerations at this Implementation Plan Air Act, local air with the federal Clean must take compliance regarding this issue Any recommendations No County quality regulations and into consideration the State Considerations County COMPLETE COMPLETE COMPLETE Status

Clark County Off-Highway Vehicle Advisory Committee Issue Tracking List

ltem Number	Priority	Priority Name of Issue	Description of the issue and its importance	lssue Manager(s)	lssue Manager To Do List	County Considerations
13	C	Nevada Law on helmet use	Citizens riding OHV's are being pulled over for not wearing a helmet when motorcycles and three-wheeled vehicles are able to drive without helmets.	Charles Law	•Reach out to state legislators to draft legislation for the 2019 session to get the helmet use law changed.	x et et fe
16	C	Make UTV's and OHV's legal on roads	Allow for the use of UTV's and OHV's on roads throughout the Las Vegas Valley.	Commission er Kirkpatrick	 Reach out to Boulder City for advice on how the city went about allowing their citizens to ride UTV's and OHV's on roads. 	he UTV's uts.

Items Removed by the Committee (2):

17	12	ltem Number
Removed	Removed	Priority
Rooftop Solar Legislation	Las Vegas Valley loop trail	Name of Issue
The recent proliferation of renewable energy applications in southern Nevada has the OHV community concerned about the potential loss of recreation areas should these applications be approved. Increasing rooftop solar could reduce the need for large site-type facilities to meet the state's energy needs. California recently passed legislation requiring all new homes to have solar power. The Committee will investigate the feasibility of similar legislation in Nevada.	Investigate the feasibility of creating a new loop trail around the Las Vegas Valley for recreational use (similar to the River Mountains Loop Trail).	Description of the issue and its importance
Dave DesMarais	Ross Williams	lssue Manager(s)
•Reach out to legislators to discuss process/feasibility of draft legislation that would promote rooftop solar.	 Plan out routes Look into obtaining a grant from the OHV Commission to conduct a planning/feasibility study. 	lssue Manager To Do List
Possible public safety concerns	Will require coordination with multiple agencies	County Considerations
Removed due to lack of interest from legislators	9/25/19 the committee will review this item for consideration to possibly be added back to the Issue Tracking List	Status





Nevada Off-Highway Vehicles Program Request for Grant Applications *NRS 490, NAC 490*

State Fiscal Year 2020 - 2021

Approximate Funding Available - \$900,000 APPLICATION DEADLINE November 12, 2019, 4:00 p.m.

The Nevada Commission on Off-Highway Vehicles (Commission) was created on July 1, 2011, to promote responsible off-highway vehicle (OHV) recreation in the State of Nevada. The Commission uses OHV registration proceeds to award grants for the following types of projects relating to OHV trails and facilities in the State of Nevada: (1) trail and facility studies or planning; (2) mapping and signing; (3) acquisition of land; (4) enhancement or maintenance; (5) construction; (6) restoration of areas damaged by OHV use, (7) construction of features to minimize impacts to environmentally sensitive or important wildlife habitat areas; (8) safety training and education; and (9) OHV compliance and enforcement. [NRS 490.069]

The Commission's current funding priorities were established on September 10, 2019, in an open meeting, and can be found in Section V of the Grant Application, which is attached as Appendix A.

Appendix B: Example of Landowner Review and Approval letter.

Appendix C: Example of Law Enforcement Strategy Application.

Appendix D: Grant Agreement example/template

Nevada Off-Highway Vehicles Program Request for Applications 2020

Grant Application Timeline

DUE

Applications are due November 12, 2019, and must be received in the State Office prior to 4:00 pm. Regardless of postmark, applications that are not received prior to 4:00 pm on November 12, 2019, will be deemed untimely, and will not be accepted for consideration. Please refer to the application Appendix A for specifics on application deadlines and other requirements.

The following represents the proposed timeline for this project. These dates represent a tentative schedule of events, and the State reserves the right to modify these dates at any time. The State also reserves the right to require applicant presentations as part of the evaluation process.

- September 12, 2019 Request for Grant Applications Released to Public
- ➤ November 12, 2019 Application Deadline
- Staff review of applications (All applications will be posted on the State OHV website <u>http://ohv.nv.gov/grant-program</u>)
- December 10, 2019 Commission Meeting to vote on final awards
- > January and February of 2019 Development of Grant Agreements and Notices to Proceed

Eligible Applicants – Who Can Apply?

- Any entity requesting grant funds must provide satisfactory proof that the appropriate federal, state, local, or private authority has been consulted and has approved the proposed project. NAC 490.137
- Prior to application, an applicant that proposes grant activities to be carried out on public land must have a written agreement to use the land with any governmental entity having jurisdiction over that land NAC 490.135
- All projects must comply with applicable State statutes, regulatory requirements, and policies. Projects to be completed on federal land or with Federal funds must comply with the National Environmental Policy Act (NEPA) and other required Federal laws. NRS 490.068(3)(a)(2); NAC 490.137(2)
- An applicant must have an interest in the real property on which the proposed project will be carried out. The interest in the real property, whether by way of ownership, lease, rental, easement, right-of-way, written agreement, or other legal instrument, must be sufficient in scope and authority to allow the applicant to complete the proposed project and to operate and maintain the proposed project after its completion. NAC 490.1355
- An applicant that is a corporate or legal entity must provide proof of good standing in the state in which it is registered. NAC 490.1345

- To avoid disqualification, all application areas must be complete and concise, and certifications must be signed and dated.
- Denied applications: correspondence will be sent to the applicant by email describing the reason for declaring an application incomplete.

Funding Description

NRS 490 and NAC 490 define and regulate the Off-Highway Vehicles Program and the Commission on Off-Highway Vehicles, and set forth the OHV projects for which grants may be awarded.

Nevada motorized off-highway vehicle users MUST be the overwhelming beneficiaries of any grant award. The Commission reserves the right to determine the number of awards for each grant cycle, based on funds available and projects selected by the Commission at an open meeting.

- Matching funds are NOT REQUIRED, but leveraged dollars and partnerships receive higher points. Grantees that have been awarded grants that have in-kind valuation must include those activities in their quarterly reports. "In-Kind match" means cash, materials, volunteer labor, or other methods of contribution that an applicant provides toward offsetting the total cost of the project, reducing the amount of the grant that will be needed from the State to complete the project.
- All grant agreements will have a deadline and are generally for two years. Longer grant periods and extensions may be applied for with justification to the State.
- If awarded, grant projects may begin ONLY after a "Notice to Proceed" is issued by the State.
- All projects funded under the Nevada Off-Highway Vehicles Program must follow all applicable local, state, and/or federal laws pertaining to the expenditure of funds. Proof of Invitation to Bid, contracts, and any other pertinent documentation must be retained by the grantee. Grantees should refer to the State Administrative Manual (SAM) for procurement, purchasing, and bidding. http://budget.nv.gov/uploadedFiles/budgetnvgov/content/Governance/SAM.pdf

Eligible Projects

Eligible Projects include:

- Studies or planning for trails and facilities.
- Environmental assessments and environmental impact studies.
- Acquisition of land for trails and facilities.
- Mapping and signing of trails and facilities.
- Enhancement or maintenance or both of existing trails and facilities.
- Construction of new trails and facilities.
- Restoration of areas that have been damaged by the use of off-highway vehicles.

- The construction of trail features, trailheads, parking, or other ancillary facilities which minimize impacts to environmentally sensitive areas or important wildlife habitat areas.
- Safety training and education related to the use of off highway vehicles.
- Compliance and enforcement of OHV registration.

Commission Priorities, Grant Review, and Selection Process

Common Eligible Project Costs:

- Employee services of seasonal and/or non-permanent staff hired specifically for the project for duties of onthe-ground field work. (Operations and management, and the purchase or lease of equipment are eligible if directly related to the project.)
- Permanent staff salary MUST be for project work only. This includes planning, development of project tasks and timelines, supervision, and field work. Permanent staff will be required to certify activity.
- Youth programs and youth-oriented projects, specific to the criteria of the funding.
- Supplies, materials, and tools for the project.
- Signs and interpretive aids.
- Construction, reconstruction, and maintenance work on trails.
- Construction of bridges, railings, ramps, fences, and retaining structures.
- Bank stabilization, re-vegetation, and erosion control.
- Rehabilitation of closed trails or damage areas.
- Trailhead development including parking lots, restrooms, and related facilities.
- Registration outreach events.
- Public education and outreach.
- Equipment for snow trail grooming.
- Safety training, education, and user information programs.
- Trail planning.
- Feasibility and trail use studies, management plans for shared trails, inventory and analysis of existing and proposed trails.
- Environmental reviews.
- Maps and mapping.
- Travel and per-diem costs must adhere to current State allowances, which follow federal GSA Rates:
 - o https://www.gsa.gov/travel/plan-book/per-diem-rates

Common Ineligible Direct Project Costs:

- Expenses related to the promotion or fund-raising efforts of an organization.
- Time and services associated with writing the grant application.
- Facilities that are ornamental and do not have direct benefit to trail users.
- Marketing and advertising not related to project.
- Depreciation on vehicles, tools, and equipment used for the grant.
- Alcohol.
- Audit and legal services.
- Supplanting of federal or state funds.
- Bonuses, gifts, or incentives.
- Indirect costs over 10%.
- Membership fees or dues, and Lobbying costs.

Award Administration Information

Grant Commencement and Duration

Project implementation must be initiated within ninety days (90) from the Notice to Proceed. Requests for an exception to this rule must be justified and submitted in writing within thirty days of the award, and must be approved by the State. At the discretion of State, the grantee risks losing the award if the project does not commence as required.

Reimbursement

OHV grants are reimbursement grants. Grantees are expected to pay for expenses upfront. Grantees will be reimbursed for eligible expenses listed on the approved award budget after a review and approval of the expense request form and appropriate supporting documentation.

There may be opportunity for advances as allowed by State contract regulations and as negotiated with the State. Any requested advance must be indicated during the application process. Please contact the State prior to submittal to discuss this opportunity, providing justification as requested.

Reporting Responsibilities

All grantees are required to establish and maintain accounting systems and financial records to accurately account for awarded funds. **Reports and reimbursement forms are due no later than 15 days after the end of the quarter.** Accounting systems for all projects must ensure that costs applied to the grant are recorded in a manner to allow for budgetary and auditing purposes:

- Quarterly reimbursement requests/fiscal reports (or more frequently as agreed).
- Quarterly progress reports includes narrative and statistics.

- Funds cannot be commingled with funds from other grant sources, unless specifically stated in the budget and agreement.
- Funds specifically budgeted and/or received for one project cannot be used to support another project.
- All grant awards are subject to audits by the State during the grant and for three years after the grant award performance period has closed.
- The State maintains the right to enter the project area for inspections after application is received, during the project implementation, and for 25 years after the project has been completed.
- The State maintains the right to withhold payments if reporting requirements are not met in a timely and efficient manner.
- All materials submitted regarding the application for OHV funds become the property of the State of Nevada and are open to the public. Upon the funding of a project, the contents of the application will become contractual obligations.
- o Due dates: April 15, July 15, October 15, January 15

Funding Acknowledgment and Registration Signs

Grantee shall post and maintain appropriate permanent signs or decals upon project sites and equipment acknowledging funding assistance from the Nevada Off-Highway Vehicles Program upon the commencement of the project or the purchase of equipment. All signs or decals must be approved by the State. Stickers and/or artwork for signs will be made available to Grantees by the State. Cost for these signs is an eligible cost.

Maintenance and Operation

The grantee is responsible to see that Nevada Off-Highways Vehicle Program projects are maintained and operated in a condition equal to that which existed when the project was completed, for a period of 25 years or for the normal life of the facility, excepting normal wear and tear. Maintenance and operations standards must be addressed during the landowner/manager approval negotiation and adopted upon completion of the project through the grant agreement.

Project Conversion

Upon completion of the grant agreement, said agreement will hold the grantee responsible; that no Nevada Off-Highway Vehicles Program grant funded project will be converted to non-motorized use and that such projects will provide open access to the motorized public for 25 years after project completion.

Permitting Requirements

If awarded a grant, the applicant is responsible for obtaining all applicable permits and clearances no later than 90 days after the grant agreement is entered into, unless otherwise described in the grant agreement with the State. This is the responsibility of the applicant.

Applying for a Grant

SEE Appendix A – Application form - A comprehensive, well-written application provides all the information necessary for a complete evaluation. Please be sure to attach all documents/letters required. As of the filing deadline, incomplete applications will be disqualified and will not be scored for the Commission's consideration.

Tips & Common Pitfalls to Avoid

- Have your financial staff review to ensure budget figures are mathematically correct, and the total of the budget summary matches the total on the title page.
- Use only WHOLE dollar amounts.
- Observe page limits (any pages over the page limit, will not be reviewed).
- Respond to all sections of the application.
- Spell out acronyms at initial use and eliminate jargon whenever possible.
- Do not assume reviewers are familiar with existing projects.
- Read this request for grants applications (RFGA) carefully.
- Use local statistics rather than national statistics, if available.

Contact:

Nikhil Narkhede, Program Manager Nevada Off-Highway Vehicles Program Department of Conservation and Natural Resources 901 S. Stewart Street, Suite 1003 Carson City, Nevada 89701 <u>NNarkhede@ohv.nv.gov</u> (775) 684-2794

Thank you for your interest in applying for a Nevada Off-Highway Vehicle Program grant. You will be contacted if further information is required. Do not begin your project or incur costs until you have received, signed, and returned the grant award document, and received formal Notice to Proceed.

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

Nevada Commission on Off-Highway Vehicles Greg McKay, Chairman Sue Baker, Vice Chairman



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



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

2020 GRANT APPLICATION

(REQUEST FOR GRANT APPLICATIONS, APPENDIX A)

APPLICATIONS DUE November 12, 2019, 4:00 PM, PST

Please mail early; Applications postmarked prior to 4:00 pm on November 12, 2018, but not received prior to that time are untimely and will not be considered.

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

<u>AND</u>

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

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

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

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

Nevada OHV Program FY 2019 Grant Application, Appendix A

NEVADA OFF-HIGHWAY VEHICLES PROGRAM 2020 GRANT APPLICATION <u>PAGE 1</u> Nevada Commission on Off-Highway Vehicles Nevada Department of Conservation and Natural Resources

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

SECTION I - PROJECT AND APPLICANT INFORMATION

1.	Project Name:
2.	Project Dates: Expected Start: Expected Completion:
3.	Applicant Name:
	Mailing address:
	Phone:
	Email:
4.	Classification of Applicant: (check one)
	□ Federal □ State □ County □ Local/Municipal □ Other:
	🗆 Partnership 🗆 Non-profit 🔲 for Profit 🗋 Individual
If t	the applicant is a corporate or legal entity, proof of good standing in the entity's state of
inc	corporation is required. NAC 490.1345 (Note: grantees must have the capacity to implement
an	d accomplish proposed project and properly administer awarded funds).

Applicant Signature	
(Chairperson/President/Authorized	Official)

Date

5.	Project Manager:							
	Mail	ling address:						
	Phor	ne:						
		Email:						
6.	Classification of Land Control: (check all that apply)							
	 Federally managed public land Private Land County City Other: 							
		; Attach copy of lease with expiration date.						
	🗆 R&PI	P; Attach copy of lease with expiration date.						
	If the pro	oposed project is to be carried out on public land, attach any applicable written						
	agreeme	ent with any government entity having jurisdiction over that land, including permits,						
	leases, e	easements, and rights-of-way. NAC 490.135						
7.	Landowner:							
	Mailing address:							
	Phor	ne:						
	Ema	il:						
Q		NDOWNER MUST PROVIDE A LETTER STATING THAT:						
0.		example Appendix B)						
	a) I	Landowner has read the Request for Grant Application package;						
		Landowner agrees with the application and the terms of the grant;						
	a	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						
	d) I r	naintain the proposed project after its completion; Landowner is legally committing to maintain the trail/facility and will allow public notorized access to such trail/facilities for 25 years or the normal life of the project; and						
	e) I	Landowner agrees to provide any match or other tasks in the application that are assigned to Landowner.						
		State may require the landowner/agency to be co-grantee on the grant gement/contract.						

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

 State OHV Grant Request:

 Other Funds:

Total Project Amount 100%

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

□ Federal □ Private □ In-kind □ City/County □ Other

Type here:

Please *describe* additional funding source(s):

10. LETTERS OF SUPPORT FROM PARTNERS are required:

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

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

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

- □ Studies or planning for trails and facilities;
 - o Environmental Assessments and Environmental Impact Studies.
 - o Other studies
- □ Acquisition of land for trails and facilities
- □ Mapping and signing of trails and facilities
- □ Reconstruction, enhancement or maintenance of existing trails and facilities
- □ Construction of new trails and facilities
- □ Restoration of areas that have been damaged by the use of off-highway vehicles.
- □ The construction of trail features, trailheads, parking, or other ancillary facilities which minimize impacts to environmentally sensitive areas or important wildlife habitat areas.
- Safety training and education related to the use of off highway vehicles and registration
- □ Compliance and enforcement (See Appendix C, Enforcement Strategy example)

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

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

□ Mountain Biking	Hiking/Backpacking	Equestrian
□ Single track motorcycle	Snowmobiling	□ Snowshoe/ski
□ ATV quads	Dune buggy	UTV Side by side

□ Race Course □ Skills riding course

Please explain how you intend to manage user interactions:

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

Type here:

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

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

Other: ____

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

 \Box No \Box Yes

Number of projects funded:

Amount of funding Received: \$_____

Number of projects Completed:

SECTION II – LOCATION, MAPS, PHOTOS

Project Location:		
County:		
Nearest Municipality/Town/City:		
Center of project: Latitude:	Longitude:	\\
If the shape-files for the trail system an	re available, please submit them	in the e-file. The
shape-files of the trail will be required	at project end. Program will as	sist in the collection
of the data if needed.		

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

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

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

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

Please attach the following photographs:

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

SECTION III - Federal Lands or Other

Federal Environmental Compliance

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

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

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

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

SECTION IV - BUDGET

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

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

EXAMPLE

Item Description	Item Description	OHV Grant Request	Federal Funds	Other Funds	Total Cost
Contracts: studies					
Contracts: planning , design, engineering construction					
Direct labor costs Salaries, including fringe, actual costs					
Volunteer or donated labor/in-kind # Hrs. skilled labor @\$24.14/hr. (not required but is important for scoring higher) (You will have to provide paperwork for this in your reporting to receive score points)					
Purchase or rental of equipment - Specify type of equipment – cost- # of days. Attach					
estimate or quote. Purchase of Materials, Items & cost or group of items.					
Travel Costs, Per - diem					
Vehicle gas and maintenance standard is now at .58 per mile. Estimate miles.					
Other: be specific					
Totals					
Percentages					100%

THE SCORING PRIORITIES ARE LISTED IN ORDER OF PRIORITY. Address the following eleven (11) criteria <u>in the order listed below</u>.

- Please tell us how your project/program meets each criteria.
- Be specific and concise with your answers.
- Please submit no more than five (5) double-sided pages for your Narrative.
- If attached additional pages, ensure the question being answered is referenced. (If not applicable, answer N/A.)
- 1. Law Enforcement Strategy that addresses registration enforcement, including Public Education & Outreach aimed at increasing renewals and new registrations: Please describe how your project will increase the number of OHV registrations on the district. How will the equipment and time be used to increase OHV safety and awareness? What is your department's history of patrolling for safe OHV Recreation?
- 2. Enhancement or Maintenance of existing trails and facilities: Describe the maintenance intervals for your project. How will maintenance needs be prioritized and how often will your project hold a maintenance/ trails enhancement event? HOW will your project be maintained and WHO has committed to the ongoing maintenance of the facility or trail.(note: a minimum of 2 maintenance/ trail events are required per year)
- **3. Training:** *Please describe the goals and objectives of your public training program, i.e., Public Education, Rider Classes, Safety, Trail Building, or Outdoor Ethics. Number of people trained, contacts made, etc.*
- **4. Trail mapping and signing of existing trails and facilities:** *If a mapping component is included in the grant, please describe how it will be integrated with the current web mapping application found on OHV.NV.GOV*
- **5. Connectivity/Loops:** Please describe the increase in connectivity between trails, facilities and other locations that your project/program would provide or enhance when completed. Attach maps if necessary, i.e., towns, parks, areas, trails, etc.
- **6. Planning, Environmental Studies, Conservation:** Describe how the environmental studies, conservation and/or planning will mitigate resources impacted by OHV recreation. How will your project contribute to the conservation of our natural resources?
- 7. Access: Please describe how your project/program ensures protection of access. Explain what access/opportunities would be lost or restricted if the project doesn't occur.
- **8.** Partnering and Leverage: Please describe coordination that has occurred with stakeholders, partners and the public in which all interests have had an opportunity to be heard related directly to this project/program.

- **9. Economic Integration:** Please describe how your project/program increasing Off Highway Motorized recreation in thedevelops outdoor recreation opportunities that help local, regional, or state economies grow (e.g., economic impact, additional OHV funding sources, improved user or business group participation, Road use resolutions and OHV friendly Communities.)
- **10. Demand for New Facilities:** Please provide justification for NEW facility/program development: restrooms, trails, signs, and other amenities.











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