Utah Division of Recreation

State Off-Highway Vehicle Fiscal Incentive Grant

**Evaluation Form for Applications**

(Updated 10/6/2021)

Project Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sponsor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Total Project Cost: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Total Amount Requested: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

□ Trail Work □ Access Protection □ Search & Rescue □ Tourism □ Other

**Factors that could disqualify the project:**

□ COMPLETED AND SIGNED APPLICATION

□ MAP of the project for which funding is being requested, if applicable

□ PROOF OF RIGHT-OF-WAY, if applicable

□ APPRAISAL REPORT, if applicable

□ DETAILED PROJECT BUDGET

□ LETTER OF SUPPORT (2-5)

□ FUNDING COMMITMENT LETTERS FROM OTHER FUNDING ENTITIES

□ PHOTOGRAPHS OF PROPOSED PROJECT

□ NONPROFIT organizations only: Include proof of nonprofit-corporation status and land-management agency permission.

Funding projects must be OHV-related (1) trail work, (2) access protection, (3) search and rescue, (4) tourism, (5) education, or (6) other uses that would further the policy set forth in U.C.A. 41-22-1, which states; "It is the policy of this state to promote safety and protection for persons, property, and the environment connected with the use, operation, and equipment of off-highway vehicles, to promote uniformity of laws, to adopt and pursue a safety education program, and to develop trails and other facilities for the use of these vehicles." Proposals outside of this scope are not eligible for funding.

**RATING:** Please rate ‘Yes’ or ‘No’ and total the two answers at the bottom. If the question does not ask a ‘yes’ or ‘no’ question, please take the question into consideration on your final score.

**Section B: Project Description**

**B1.** Does the Project Description detail the project clearly? Do you think this application represent the spirit and intent of FIG? \_\_\_\_\_\_\_

**B2.** How much total use of this project is there likely to be (e.g. annual visits of 100 or 100,000)? \_\_\_\_\_\_

**B3.** Is there a map providing sufficient detail (not too much/ not too little) for location and/or route? \_\_\_\_\_\_

**B4.** How many types of OHV use will the trail support? \_\_\_\_\_\_\_

**B5.** Is this a phased project? \_\_\_\_\_\_\_

* **If so**, are there photos demonstrating before/after, existing portion(s) of project, etc.? \_\_\_\_\_\_

**B6.** Does schedule appear feasible? \_\_\_\_\_\_\_

Does schedule begin no sooner than the grant application would be approved? \_\_\_\_\_\_

Can the work be completed within two years of the grant application's approval? \_\_\_\_\_\_

# of Yes: \_\_\_\_\_\_\_\_\_ # of No: \_\_\_\_\_\_\_\_\_\_

**Section C: Project Budget and Funding**

**C 1.** Is there sufficient budget detail? \_\_\_\_\_\_\_

Is the source of all funding shown and does it total the requested dollar amount? \_\_\_\_\_\_

Has entity offered substantial matching funds? \_\_\_\_\_\_

Does the match come from the project sponsor directly (to demonstrate investment)? \_\_\_\_\_\_

Do all items listed qualify for funding under this program? \_\_\_\_\_\_

Are contingencies reasonable (e.g., 10% or less)? \_\_\_\_\_\_\_

Does overall cost seem reasonable? \_\_\_\_\_\_

Are there estimates or price quotes for large purchases? \_\_\_\_\_\_\_

**C2.** Does the annual operation and maintenance cost seem reasonable? \_\_\_\_\_\_

If the project is for ongoing trail maintenance is there evidence that requesting entity is planning to find other funding sources for future years? \_\_\_\_\_\_

**C3.** What is the applicant’s track record for supporting opportunities of responsible OHV recreation? Has state awarded funds to this entity in the past? If so, was work satisfactorily completed? \_\_\_\_\_\_

**C4.** Has the applicant include proof of nonprofit-corporation status and land-management agency permission? (if applicable, this information may have already been provided to the Division) \_\_\_\_\_\_\_

# of Yes: \_\_\_\_\_\_\_\_\_ # of No: \_\_\_\_\_\_\_\_\_\_

**Section D: Project Partnerships**

**D1.** Have at least two (2) letters of support been submitted? \_\_\_\_\_\_\_

Does project demonstrate coordinated partnerships among various groups (federal agency, state agency, local government, organized OHV group, community group, etc.)? \_\_\_\_\_\_\_

 Has the applicant and/or partner held open house(s) or public meeting(s) about project? \_\_\_\_\_\_\_

**Section E: Details of Category 1 (trail work) projects.**

**E1-4.** Right of Way (ROW) or Easement Secured? (if applicable) \_\_\_\_\_\_\_\_

* **If not**, is there evidence in the application that landowner will permit project on the property and that easement/ROW will be secured in a timely manner? \_\_\_\_\_\_\_\_

Note: If agency cannot write a letter stating that it will accept easement/ROW on its property, does the application indicate applicant is working with the agency and has agreed? \_\_\_\_\_\_\_

* **If not**, is there other evidence indicating that easement/ROW will be secured? \_\_\_\_\_\_\_\_\_

**E5.** New trail mileage (if applicable): \_\_\_\_\_\_\_\_\_\_

Trail maintenance (if applicable) (Miles): \_\_\_\_\_\_\_\_\_

Does the project provide physical connections between resources? Does it link existing community or regional trails? \_\_\_\_\_\_\_

Does project enhance access to recreational opportunities? \_\_\_\_\_\_\_

Is the project part of a master plan? \_\_\_\_\_\_\_\_

For trail construction, does project, at a minimum, meet the OHV Program’s trail-design standards? \_\_\_\_\_\_\_

**Section F: Details of Category 3 (search and rescue) projects.**

**F1-2.** If the applicant checked the search and rescue box, did they complete this section and include adequate information? \_\_\_\_\_\_

**Section G: Details of Category 4 (tourism) projects.**

**G1-2.** If the applicant checked the tourism box, did they complete this section and include adequate information? \_\_\_

 What portion of the project's total use is likely to be for OHV recreation versus other uses? \_\_\_\_\_\_\_

**Section H: Details of Category 5 (education) projects.**

**H1-2.** If the applicant checked the education box, did they complete this section and include adequate information? \_\_

**SCORE - Sections E-H: Did the applicant answer these required questions with enough information? \_\_\_\_\_\_\_\_\_\_**

**Factor 5. Other:**

• Generally how much will this project benefit responsible OHV recreation?

• What kind of value is it likely to offer OHV recreation (e.g. a loop nearby a city for a quick outing, or a world-class destination)?

• What portion of the project's total use is likely to be for OHV recreation versus other uses?

Things to Consider:

- Is this project in immediate or emergency funding?

- Is this a quarterly application or annual? (Council flexibility)

- Will funding be utilized mainly for projects that are ready to be completed?

- Spirit and intent of FIG

Comments/Questions:

# of Yes: \_\_\_\_\_\_\_

# of No: \_\_\_\_\_\_\_

Overall Rating: \_\_\_\_\_\_\_\_\_\_\_