

OHV Recreation Grant Program Guide



2026

Introduction

Utah takes great pride in its extensive off-highway vehicle (OHV) trail system, spanning over 80,000 miles and covering various trail networks throughout the state. This remarkable achievement is made possible through collaboration with city, county, nonprofit, state, and federal partners. Among these vast trails, approximately 1,200 miles are groomed complexes, forming Utah’s 17 snowmobile complexes.

During the 2018 General Session, the state introduced House Bill 143, sponsored by Representative Michael Noel and Senator Evan Vickers. This bill brought about crucial changes to the registration process and uniform statewide fees for ATVs and UTVs, certain motorcycles, and street-legal OHVs. These modifications paved the way for the OHV Program to establish an innovative funding source through grants. The OHV Recreation Grant (OHVR) stands out, offering six distinct funding categories. Applicants can apply to these categories twice per year. In addition, the program offers a year-round land acquisition category for purchasing land, rights-of-way, easements, and other related property interests.

To support the growth and maintenance of the OHV program, an annual allocation of \$3.5 million from OHV registration funds is designated to the Division of Outdoor Recreation (DOR) OHV Program.

Originally called the Fiscal Incentive Grant, OHVR consisted of five funding categories. In 2022, DOR extended its support to include funding for snowmobiles, creating the sixth funding category we have today. In 2023, DOR introduced the Year-Round OHV Land Acquisition Grant. Learn more about this opportunity by reading on!



Table of Contents

- Grant Categories..... 1
- Overview..... 2
- Examples of Funded OHVR Projects..... 4
- Trail Work..... 7
- Access Protection..... 9
- Education..... 11
- Search and Rescue (SAR)..... 13
- Snowmobile..... 15
- OHV Tourism..... 17
- Ineligible Requests & Matching Funds for All Categories..... 19
- Year-Round OHV Land Acquisition Grant..... 20
- Attachment Checklist for All Grant Categories..... 23
- Budget Spreadsheet..... 26
- Things to Consider When Applying..... 27
- Early Review, Scoring & Award Process..... 29
- Post Award..... 30
- Funding Options..... 31
- When Your Project is Complete..... 32
- Closeout Documentation..... 33
- Statewide Trail Crew..... 35
- Flowchart of Grants Within the Division..... 38
- Additional Funding Opportunities & Assistance..... 39
- Notes..... 42
- Meet the Staff..... Back Cover

Grant Categories



Trail Work: Trail work remains the primary focus of this grant, supporting projects such as the construction, enhancement, operation, acquisition, and maintenance of publicly owned or administered OHV facilities, including infrastructure. This includes the development and restoration of trailside and trailhead facilities, the acquisition and leasing of trail construction and maintenance equipment, as well as assessments of trail conditions for accessibility and upkeep.

Access Protection: Eligible projects in this category support entities participating in federal travel management processes. The complete definition of Access Protection can be found on page 9. Applicants must collaborate with our partner agency, the Public Lands Coordinating Office (PLPCO), and submit a coordination form to program staff at least 10 days before the grant cycle's end date.

Education: Funds may be allocated to the development and dissemination of publications and the operation of educational programs that promote safety, courtesy, and resource conservation related to OHV trails. This includes non-law enforcement trail safety and trail-use monitoring patrol programs.

Search and Rescue (SAR): SAR funding can be utilized for procuring OHVs for OHV SAR, medical equipment, trailers, radios, drones, safety gear, and more. This category requires additional information and statistics regarding OHV-related SAR activities.

Snowmobile: Projects in this category support activities and resources related to snowmobiling. Examples may include grooming, equipment, facilities, safety, and education.

OHV Tourism: OHV Tourism funding is dedicated to promoting destination areas to boost visitation. We've expanded the grant request capabilities and the request amounts. Read within to learn more!

OHV Land Acquisition: This grant is open year-round, and applicants can apply anytime throughout the year. This grant category is for the purchase of property for trails, trailheads, leases, right-of-way (ROW), easements, and land assessments. It remains open year-round to facilitate land acquisition in Utah's competitive market.

Overview

This table provides a snapshot of what to prepare for when applying for the OHVR Grant.

<p>General Eligibility Requirements</p>	<ul style="list-style-type: none"> ■ Eligible Applicants: Municipalities, counties, state, federal governments, and OHV organizations incorporated as nonprofit corporations in the state. ■ Public Use: The project must be open for public use. ■ OHV Opportunity: Must benefit the OHV community in the state of Utah. Projects that are intended for a mixture of motorized and non-motorized recreation, must provide matching funds that cover the non-motorized portion of the project.
<p>2026 Grant Cycle Dates</p>	<p>OPENING DATES</p> <ul style="list-style-type: none"> ■ Spring: Thursday, January 15, 2026 at 9am ■ Fall: Wednesday, July 15, 2026 at 9am <p>EARLY REVIEW DEADLINE</p> <ul style="list-style-type: none"> ■ Spring: Tuesday, February 17, 2026 at 5pm ■ Fall: Monday, August 17, 2026 at 5pm <p>CLOSING DATES</p> <ul style="list-style-type: none"> ■ Spring: Monday, March 2, 2026 at 5pm ■ Fall: Monday, August 31, 2026 at 5pm <p>Interested in applying? Visit our website for the link to the application portal.</p>
<p>Trail Work</p>	<p>\$1,500 to \$350,000 per application. Additional funding can be requested for trail work and will be reviewed on a project-by-project basis.</p> <p>NOTE: Requests over \$350,000 require a 10-minute presentation, followed by a 5-minute Q&A during the review meeting. These requests will also be reviewed by the full council.</p>
<p>Access Protection</p>	<p>\$1,500 to \$350,000 per application.</p> <p>A required coordination form must be sent to racheltoke@utah.gov at least 10 days prior to the end of the grant cycle.</p>
<p>Education</p>	<p>\$1,500 to \$350,000 per application.</p>
<p>Search and Rescue (SAR)</p>	<p>\$1,500 to \$150,000 per application.</p> <p>OHVR has shifted to a flat-rate funding model for machines, trailers, drones, medbeds, radios, and accessories to ensure more efficient and equitable support for OHV SAR teams. Read within for more information!</p>
<p>Snowmobile</p>	<p>\$1,500 to \$150,000 per application.</p>
<p>OHV Tourism</p>	<p>\$1,000 to \$50,000 per application.</p>
<p>Year-Round OHV Land Acquisition</p>	<p>\$10,000 to \$1,000,000 per application.</p>

Overview (continued)

Match Component

- All grants require matching funds.
- The Year-Round OHV Land Acquisition Grant requires a minimum 10% cash match.
- Applications with a higher percentage of cash match will receive additional consideration during scoring.

Contract and Reporting Requirements

NEW! Pre-Contract In-Kind Contributions: The OHV program now allows **in-kind volunteer hours** incurred **up to 12 months before a grant contract is in place** to be counted toward the project's match.

- **Prior approval** from the OHV grant administrator is required before counting pre-contract contributions.
- These contributions have **no cash or reimbursable value**; they count **only as an in-kind match** toward the project.
- Recording pre-contract contributions **does not guarantee** that the project will be awarded funding.

Contract Period: All awarded projects are granted a 28-month completion window. All reimbursable work must be completed on or before the contract end date.

Upfront Requests: Awardees in need of financial assistance can request upfront funding in 25% increments or more (at the discretion of the Division), up to 100% of the award amount. To qualify for 100% upfront funding, the organization must have previously made multiple 25% (or greater) upfront requests, provided detailed historic funding records, and be current on all backup documentation and progress reports. The Division reserves the authority to deny any upfront funding requests.

Reimbursements Before Project Completion: Awardees can request partial reimbursements at any time throughout the grant contract period. Typically, up to 75% of the awarded amount may be reimbursed before project completion. However, applicants who have submitted multiple reimbursement requests and are current on all required backup documentation and progress reports may qualify for reimbursement of more than 75% before project completion.

The remaining balance will be reimbursed upon project completion and approval of all final reports and documentation.

Semi-Annual Progress Reports: Progress reports must be submitted twice a year until the completion of the project. Awardees who do not comply may become ineligible for reimbursements, and their past compliance will be taken into consideration for future grant requests.

Project Closeout: Documents should be submitted either upon project completion or within 60 days of the contract's end date. Timely submission is crucial to ensure grant reimbursement. Failure to do so may result in delays or denial of reimbursement. Pictures of the completed project and logo attribution are required with all closeout requests.

Applicants are locked into the match percentage submitted in their budget. To receive full reimbursement, awardees must meet their project's required match. Reimbursement funds are limited to the amount actually spent. For example, if an awardee is initially granted \$10,000 but only spends enough to qualify for \$8,000, they will receive \$8,000. If a project comes in under budget, a form is available to help calculate the amount DOR can reimburse.

All funded projects or programs must submit a final report. Failure to comply with reporting requirements may affect eligibility for future grant requests.

All information submitted to this grant program is subject to public disclosure through the Government Records Access and Management Act (GRAMA).

Examples of Funded OHVR Projects

The OHVR Grant program aims to fund a diverse range of projects in OHV activity, ability, and season. To see the full list of awarded projects, visit our website at recreation.utah.gov/grants/ohv-recreation-grant.

Trail Work Project Example



FRANKLIN BASIN PARKING LOT EXPANSION - LOGAN CANYON

Applicant: Utah Snowmobile Association

Awarded: \$617,877

The Franklin Basin parking lot serves as a key year-round access point for recreation in Logan Canyon. Heavy seasonal use by snowmobilers, cross-country skiers, and snowshoers in the winter, as well as OHV riders, hikers, hunters, and equestrians in the summer, has led to frequent overcrowding. To improve access and safety, this project will expand the parking lot from 0.93 acres to 1.57 acres in Phase 1, with a future Phase 2 expansion increasing the total size to approximately 2.25 acres.

Access Protection Project Example



UPLA Is Hiring
Are You The Candidate We Are Looking For?

PROFESSIONALIZING THE LEADERSHIP OF UPLA

Applicant: Utah Public Lands Alliance

Awarded: \$181,280

This project supports the Utah Public Lands Alliance (UPLA) in hiring an Executive Director to lead efforts that protect and enhance OHV recreation opportunities across Utah. The Executive Director will serve as UPLA's primary representative, focusing on outreach, education, and collaboration with local clubs, communities, and land managers. The position will also work alongside a natural resource consultant to engage in public land planning and promote balanced, sustainable recreation access.



Education Project Example



UCSS OFF-HIGHWAY VEHICLE REQUEST AND TINTIC OHV TRAIL EDUCATION

Applicant: Utah's State Historic Preservation Office
Awarded: \$24,000

This project supports the Utah Cultural Site Stewardship (UCSS) Program in advancing cultural resource preservation and responsible OHV recreation. Funding will provide a program-specific OHV to help staff access archaeological sites, participate in outreach events, and engage with local OHV communities. Additionally, the project includes creating and installing interpretive signage along the Chief Tintic Trail system in Eureka to enhance visitor education, safety, and appreciation of the area's archaeological and historical sites.

Search and Rescue Project Example



GARFIELD SAR SXS WITH TRACKS AND 2 MED SLEDS

Applicant: Garfield County Sheriff's Office
Awarded: \$38,365

This project provides funding for a four-door, cab-equipped Search and Rescue Side-by-Side (SxS) with a track system for year-round use. It also includes two medical skid units for transporting injured patients—one for the new vehicle and another for an existing SxS already used in rescue operations. This equipment will enhance response capabilities and improve safety during frequent rescue missions in challenging terrain and winter conditions.

Snowmobile Project Example



LOGAN CANYON GROOMING PROGRAM

Applicant: The Bear Lake Trails Foundation
Awarded: \$80,875

This project supports winter trail grooming for snowmobilers in the Upper Logan Canyon area by leasing a snowcat to supplement Utah State Parks' efforts. Growing use of trails between the Beaver Creek and Swan Flats trailheads, connected by the Amazon Trail, has increased the demand for frequent grooming. The project aims to provide a safer, more consistent, and enjoyable backcountry experience for both new and experienced riders, enhancing access to groomed trails throughout the Upper Logan Canyon complex.

OHV Tourism Project Example

RICHFIELD MARKETING CAMPAIGN

Applicant: Sand Rock Ridge Riders ATV Club
Awarded: \$37,500

This project will promote Sevier County's extensive snowmobiling and OHV trail systems to increase year-round recreation exposure. Outreach will target enthusiasts along the Wasatch Front and in regional out-of-state markets including California, Colorado, Arizona, Nevada, Wyoming, and Idaho. The campaign will use digital channels such as social media, digital radio, billboards, and YouTube ads to engage the audience and encourage visitation.



OHV Land Acquisition Project Example

OHV STAGING AREA - LAND PURCHASE

Applicant: Sand Rock Ridge Riders ATV Club
Awarded: \$82,045

This project will fund the purchase of 3 acres of land to develop a new OHV staging area, creating a dedicated space for riders to safely access trails, park vehicles, and prepare for recreation. The new staging area will improve trailhead infrastructure, enhance user experience, and support responsible OHV recreation in the region.



Trail Work

Trail work projects are dedicated to maintaining, enhancing, and expanding the state's OHV trail network, providing riders with thrilling adventures while promoting responsible stewardship. Projects that predominantly involve trail work will receive more competitive scores during the review and recommendation process.

Grant Awards

Grant awards range from \$1,500 to \$350,000 per application.

NOTE: Requests over \$350,000 require a 10-minute presentation, followed by a 5-minute Q&A at the review meeting. These requests will also be reviewed by the full council. Additional funding can be requested for trail work and will be reviewed on a project-by-project basis.

Eligible Requests: If there are funding requests that you wish to apply for but are not listed here, please reach out to racheltoke@utah.gov for further assistance.

Eligible Requests

Construction



Trail Infrastructure: Bridges, culverts, water diversion structures, wet area crossings, cattleguards, fences, trail delineators, retaining walls, erosion control features, and other vital components.

Trail Design and Development: Planning and construction of new OHV trails with sustainable and environmental considerations.

Trail Facilities: Development and rehabilitation of trailside and trailhead facilities, kiosks, interpretive signage, parking lots, restrooms, shelters, and concrete aprons.

Trail Accessibility: Construction or improvement of gravel or paved Class D access roads, staging areas, and parking lots.

Maintenance and Upkeep: Grooming motocross tracks, treadwork, resurfacing, grading, restoration, vegetation and obstruction removal, trail signage, markers, delineation and minor repairs to infrastructure.

Equipment*



Trail Maintenance Vehicles: Including all-terrain type III vehicles (e.g., rock crawlers or modified Jeeps not registered as motor vehicles), OHVs (with turbo UTVs reviewed on a project basis), tractors, bobcats, trailcats, skid-steers, dozers, excavators, trailers, and related equipment and accessories to facilitate trail work. Nonprofits must rent equipment (more information below).

Technology and Tools: Including drones (up to \$2,500), GPS devices, apps, and services to assist with trail planning, mapping, and monitoring.

Hand and Mechanized Tools: Essential tools and mechanized equipment for effective trail construction and maintenance.

Communication Systems: Radios and communication systems to ensure connectivity and safety for trail crews, employees, and volunteers.

Eligible Requests (continued)

Employees



Transportation and Mobilization: Include fuel and travel for employees or volunteers working on trail projects. Expenses are reimbursement-based and must be supported by fuel receipts, mileage records, and documentation of the work completed that day. If needed, advances may be available in increments upon request to help cover upfront costs.

Accommodations: Lodging for employees or volunteers when a work site is 50 miles or more from their residence.

Compensation: Payment of hourly wages to trail crews, employees, and equipment operators involved in trail construction and maintenance.

Note: This does not include benefits, associated costs, or overhead and indirect expenses.

Safety and Training: PPE, safety equipment, and training or certification opportunities to ensure employee safety and enhance skills in trail work.

Other & Misc.



Trail Assessment: Including assessments of trail conditions to plan for future maintenance.

Environmental Compliance: Support for environmental assessments, feasibility studies, cultural clearances, and NEPA compliance. Applicants must apply for this funding in two phases: phase I for environmental clearance and phase II for the construction of new trails, trailheads, and related structures.

Supplies and Facilities: Including GIS mapping of new trails, essential supplies for cleanups, maintenance shops, picnic areas, and other amenities.

Permitting, Easements, and Land: Covering permitting costs and land-related expenses, including purchases under \$10,000 (for larger amounts, apply under the Year-Round OHV Land Acquisition Grant), and supporting trail planning, mapping, and branding initiatives.

*** APPLIES TO NON-PROFIT ORGANIZATIONS ONLY:** Non-profits cannot purchase machines or equipment costing more than \$1,000 per item. However, non-profits can request funding to rent or lease equipment or machines that exceed \$1,000. Note: If equipment is rented or leased, additional repair, maintenance, or associated costs will not be covered.

EXCEPTIONS FOR NON-PROFITS: Trailer purchases are eligible for funding of up to \$15,000. Radios, power banks, post-hole pounders, and generators are eligible for funding up to \$2,000.

**This section does not apply to municipalities, counties, state, federal governments, as they must follow their own procurement processes.*

MINERAL BASIN RECREATION ROAD IMPROVEMENTS (FOREST SERVICE 085)

Applicant: Utah County

Awarded: \$350,000



This project will repair and reconstruct approximately 1/2 mile of washed-out roadway on the Mineral Basin access road, 3.5 miles above Tibble Fork. Forest Road 085 is a critical OHV corridor for the Wasatch Front, providing access to trails and recreation areas for off-road vehicles, SxS, and ATVs. The road also supports hunting, camping, mountain biking, and equestrian use. Repairing this section will restore OHV access, open additional miles of trails, and reduce detours, helping to distribute public use more effectively across the backcountry. **This project also received \$850,000 in funding from the Outdoor Recreation Initiative (ORI).**

Access Protection

Access Protection in the state of Utah plays a pivotal role in preserving the availability of trails and routes for OHV enthusiasts. With over 80,000 miles of OHV trails—and 2,128 miles lost over the past two years—the community is eager to expand, rather than diminish, this network. This proactive approach ensures that designated areas remain open and accessible for responsible OHV use.

Section 72-5-104; litigation or other legal advocacy to protect existing public lands access for off-highway vehicles; or other efforts that further the interests of preserving existing off-highway vehicle access on Utah's public lands. Off-Highway Vehicle Access Protection as used in Utah Code § 41-22-19, does not mean lobbying or political advocacy.

When Applying

When applying for funding, it's essential to clearly outline your commitment to responsibly and effectively protecting OHV access. Be sure to provide evidence of your past efforts in safeguarding access. Additionally, explain how you plan to measure the project's success, both in terms of quantity and quality.

Grant Awards

Grant awards range from \$1,500 to \$350,000 per application.

Eligible Requests: If there are funding requests that you wish to apply for but are not listed here, please reach out to racheltoke@utah.gov for further assistance.

Eligible Requests



Documenting Access and Protecting Trails *: Documenting public right-of-ways, routes, and trails using employees, volunteers, and equipment (including OHVs). Installation of fencing and other trail materials to clearly mark open and closed access routes. Trail maintenance, monitoring, and reporting on trail conditions or closures or vandalism.



Advocacy and Legal Protection: Litigation or other legal advocacy to protect existing public lands access. Training, advocacy, and other efforts that further the interests of preserving existing OHV access.



Resource Allocation and Planning: Fuel, mobilization, and travel expenses. Transportation and mobilization, including reimbursement-based fuel and travel for employees and volunteers, supported by fuel receipts, mileage records, and documentation of work completed. Advances may be available in increments upon request to help cover upfront costs. Accommodations for employees or volunteers when a work site is 75 miles or more from their residence. Involvement in travel management and planning, and coordination with land managers or partner organizations.

Note: This does not include benefits, associated costs, or overhead and indirect expenses.

*** APPLIES TO NON-PROFIT ORGANIZATIONS ONLY:** Non-profits cannot purchase machines or equipment costing more than \$1,000 per item. However, non-profits can request funding to rent or lease equipment or machines that exceed \$1,000.

Note: If equipment is rented or leased, additional repair, maintenance, or associated costs will not be covered.

EXCEPTIONS FOR NON-PROFITS: Trailer purchases are eligible for funding of up to \$15,000. Radios, power banks, post-hole pounders, and generators are eligible for funding up to \$2,000.

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STEINAKER DRAW TRAIL/ROAD CATTLE GUARDS

Applicant: Uintah County

Awarded: \$22,500

This project will install three cattle guards on Steinaker Draw Road, a historic county trail and key access route to the Moonshine Arch and Red Mountain Trail system. By replacing restrictive gates that have limited public access in recent years, the project resolves long-standing conflicts and ensures continued OHV use. The improvements will enhance trail connectivity, improve user experience, and provide a practical, long-term solution for both recreation and land management.



Education

OHV education in Utah serves as a crucial tool for safer, more responsible OHV recreation while also benefiting the state in numerous ways. By instilling a culture of safety, courtesy, and resource conservation, projects can help reduce accidents and injuries. This culture also contributes to local economies by attracting responsible OHV enthusiasts who support regional businesses. Additionally, these projects ensure compliance with OHV regulations, collect valuable data for resource management, and engage youth in outdoor activities, fostering a lasting appreciation for Utah's public lands.

Grant Awards

Grant awards range from \$1,500 to \$350,000 per application.

When Applying

When applying for funding, it's crucial to define your target audience and explain why they are the primary focus of your education project. Consider how you will measure the project's reach, both in terms of quantity (e.g., number of impressions) and quality (e.g., duration or extent of interaction). Outline your plans for assessing effectiveness, detailing how you intend to measure changes in perceptions or behavior among your target audience before and after project implementation.

Please note: Non-law enforcement patrolling is eligible under the OHV Education category.

Prior Approval

All educational material should be submitted to program staff for review and approval prior to dissemination.

Eligible Requests: If there are funding requests that you wish to apply for but are not listed here, please reach out to racheltoke@utah.gov for further assistance.

Eligible Requests



Safety and Responsibility Campaigns: Campaigns that promote safe and responsible trail use. EMS education videos, helmet programs, trail etiquette initiatives. OHV ethics programs and non-law enforcement trail safety and trail-use monitoring patrols (including monitoring for trail conditions, closures, and vandalism).



Educational Material and Resources: Creation and dissemination of educational materials, printing of existing maps, educational signage and kiosks, programs to enhance OHV education, and human waste bags or other educational materials.



Program Support and Equipment*: Funding for hourly wages for trail ambassadors, trail hosts, education specialists, and related program employees. Acquisition of trailers and OHVs specific to education purposes (turbo UTVs for education to be reviewed on a project basis). Other equipment and resources required to facilitate and support OHV education initiatives.

Note: This does not include benefits, associated costs, or overhead and indirect expenses.

*** APPLIES TO NON-PROFIT ORGANIZATIONS ONLY:** Non-profits cannot purchase machines or equipment costing more than \$1,000 per item. However, non-profits can request funding to rent or lease equipment or machines that exceed \$1,000.

Note: If equipment is rented or leased, additional repair, maintenance, or associated costs will not be covered.

EXCEPTIONS FOR NON-PROFITS: Trailer purchases are eligible for funding of up to \$15,000. Radios, power banks, post-hole pounders, and generators are eligible for funding up to \$2,000.

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TREAD LIGHTLY! UTAH 2025 - 2027

Applicant: Tread Lightly!

Awarded: \$150,000

This project will fund a Utah-specific program manager for Tread Lightly!, supporting a statewide outdoor recreation ethics and stewardship program. The program manager will oversee all program activities, including public outreach, creation and distribution of educational materials, participation in events, and implementation of stewardship projects to promote responsible and sustainable outdoor recreation.



Search and Rescue (SAR)

As Utah's population rapidly grows, more people are hitting the trails or taking the family camping, contributing to the heavy stress on teams responding to stranded, lost, or injured individuals. As OHV visitation and sales continue to increase, budgets have not kept pace. SAR budgets and resources are stretched thin, and many communities rely heavily on local volunteers.

These needs are magnified in the sparsely populated areas with an abundance of public lands. DOR recognizes that SAR teams cannot easily cover the rising costs of needed equipment and gear and is here to assist small and large OHV communities to offset the wear and tear of these calls.

Grant Awards

Grant awards range from \$1,500 to \$150,000 per application. Flat-rate funding details are provided below.

SAR Project Requirements

SAR Statistics: Applicants should demonstrate the need with relevant data. SAR/EMS teams should provide the average annual number of incidents they respond to and provide projections of future incidents. Applicants should provide details about the percentage of rescue calls that directly involved OHV users.

Percentage of OHV SAR & Flat-Rate: OHVR funding comes solely from OHV registration dollars and is intended to support SAR efforts that directly pertain to OHV and snowmobile users. To simplify budgeting and ensure equitable support, OHVR provides flat-rate funding for machines, trailers, drones, medbeds, radios, and accessories. This flat rate is based on the average cost of each item and is designed to cover OHV-specific rescues. This flat-rate model will be updated annually to account for inflation and tariffs.

While OHVR recognizes that much of this equipment may also be used for non-motorized rescues (e.g., hikers, bikers, skiers), the flat rate is intended to cover OHV-related needs. **Any costs exceeding the flat-rate amounts or used exclusively for non-motorized SAR must be covered by the applicant as a cash match. Requests exceeding the flat-rate amounts will not be accepted.**

Utah-Based: DOR supports SAR needs within Utah. Applicants in counties bordering another state must provide a letter of intent detailing that fund usage will primarily benefit Utah's OHV community.

Percentage of SAR Education & Patrolling: These will be two separate questions but must equal 100%. Please note that SAR patrolling is not eligible for OHVR funding and must be covered by the applicant.

Eligible SAR Projects: If there are funding requests that you wish to apply for but are not listed here, please reach out to racheltoke@utah.gov for further assistance.



Flat-Rate Funding Model

Any additional costs for these items must be covered by the applicant. Flat rates are applied on an item-by-item basis, except for accessories, which are funded as a single combined total.

Equipment Type*	Flat-Rate Covered by OHVR
Argo	\$31,000
All-Terrain Vehicle (ATV)	\$11,000
Off-Highway Motorcycle (OHM)	\$8,000
Snowmobile	\$15,000
Utility-Terrain Vehicle (UTV) or Side-by-Side (SxS)	\$25,000
Electric Bike (750 watt+)	\$5,000
Enclosed Trailer	\$15,000
Flatbed Trailer	\$4,000
Drone	\$7,000
Radio	\$5,000
Medbed	\$3,500
Accessories	\$7,500 total Includes communication systems, PPE, helmets, GPS devices/services/apps, street-legal kits, windshields, doors, medical lights, fire extinguishers, hitches, and other necessary gear.
Snowcats and Haglands	Reviewed on a project-by-project basis
Training and Certifications	Reviewed on a project-by-project basis

*** APPLIES TO NON-PROFIT ORGANIZATIONS ONLY:** Non-profits cannot purchase machines or equipment costing more than \$1,000 per item. However, non-profits can request funding to rent or lease equipment or machines that exceed \$1,000.

Note: If equipment is rented or leased, additional repair, maintenance, or associated costs will not be covered.

EXCEPTIONS FOR NON-PROFITS: Trailer purchases are eligible for funding of up to \$15,000. Radios, power banks, and generators are eligible for funding up to \$2,000.

**This section does not apply to municipalities, counties, state or federal governments, as they must follow their own procurement processes.*



SAN JUAN COUNTY SXS RESCUE

Applicant: San Juan County Sheriff's Office

Awarded: \$6,390

This project will provide San Juan County with a modern Search and Rescue Side-by-Side (SxS). The county's current 2006 Polaris RZR 900 two-seaters are not equipped to transport responders or recover patients effectively. The new SxS will enhance response capabilities, improve safety, and ensure timely access to remote areas for rescue operations.

Time for a replacement? OHVR can help!

Snowmobile

The Snowmobile category offers a wide range of support for projects that facilitate safe and responsible motorized winter recreation for Utah residents. This includes trail development and grooming efforts that create well-maintained and accessible routes for snowmobilers to explore. Funding may also support the purchase and maintenance of grooming equipment, snowmobiles, trail cats, and related machinery, as well as warming huts, avalanche beacons, forecasting tools, and other safety infrastructure. Education and outreach initiatives are also eligible, including programs that promote avalanche awareness, snowmobile safety, and rider responsibility.

Note: This category does not cover the purchase of snowmobiles for Search and Rescue (SAR). Applicants seeking SAR-related equipment must apply under the SAR category.

Grant Awards

Grant awards range from \$1,500 to \$150,000 per application.

Eligible Requests: If there are funding requests that you wish to apply for but are not listed here, please reach out to racheltoke@utah.gov for further assistance.



MOTORIZED AVALANCHE FORECASTING

Applicant: Utah Avalanche Center

Awarded: \$94,543

This project supports avalanche forecasting and safety education for motorized recreation in Utah. Funding will help maintain daily avalanche forecasts, field operations, and motorized outreach in key areas. These efforts enhance safety for Utah's winter motorized recreation community while supporting vital education and resource preservation initiatives.

Eligible Requests



Safety and Awareness Initiatives: Avalanche awareness programs, forecasting, and condition reporting. Avalanche beacons, waypoints, safety equipment, gear, and helmets. Training and certification programs to enhance skills and safety in snowmobiling.



Trail Maintenance and Equipment*: Snowmobiles and grooming equipment (including groomers, snowcats, trail cats, mechanized tools, and UTV tracks), as well as trailers for transporting equipment and supplies.

Facilities and Infrastructure: Maintenance shops and structures, parking lots, parking barriers, staging areas, pit toilets, restrooms, and concrete aprons. Warming huts, yurts, shelters, and other trail-related facilities are also eligible.

Trail Development and Planning: New trail design and construction, environmental assessments, feasibility studies, cultural clearance, NEPA compliance, and GIS mapping of new trails. Trail planning, design, and signage (such as markers and counters) are also eligible.



Compensation: Hourly wages for trail crews, employees, and equipment operators may be funded. Note: This does not include benefits, associated costs, or overhead and indirect expenses.

Transportation and Mobilization: Reimbursement-based fuel and travel for employees and volunteers, supported by fuel receipts, mileage records, and documentation of work completed. Advances may be available in increments upon request to help cover upfront costs. Accommodations for employees or volunteers when a work site is 75 miles or more from their residence.



Technology and Communication: GPS devices, apps, services, as well as radio and communication systems for trail crews, employees, and volunteers.

* APPLIES TO NON-PROFIT ORGANIZATIONS ONLY: Non-profits cannot purchase machines or equipment costing more than \$1,000 per item. However, non-profits can request funding to rent or lease equipment or machines that exceed \$1,000.

Note: If equipment is rented or leased, additional repair, maintenance, or associated costs will not be covered.

EXCEPTIONS FOR NON-PROFITS: Trailer purchases are eligible for funding of up to \$15,000. Radios, power banks, and generators are eligible for funding up to \$2,000.

*This section does not apply to municipalities, counties, state, or federal governments, as they must follow their own procurement processes.



OHV Tourism

By actively promoting OHV recreation through grants and incentives, Utah fosters a sense of adventure and exploration while driving economic growth in rural areas. Visitors drawn to the state for OHV experiences contribute significantly to local economies by creating jobs, bolstering community development, and ultimately improving quality of life for residents.

Grant Awards

Grant awards range from \$1,000 to \$50,000 per application.

When Applying

Applicants should assess the previous year's tourism activity in your region, with a focus on OHV recreation-based tourism. Demonstrating the volume and impact of OHV tourism will help ensure the project is tailored to the local context. Applications should also establish clear metrics to measure the project's impact, both quantitatively (e.g., increased visitation, longer stays, higher business revenue) and qualitatively (e.g., improved visitor experience, stronger community engagement).

Prior Approval

All OHV Tourism-related material must be submitted to program staff for review and approval prior to dissemination.

Eligible Requests: If there are funding requests that you wish to apply for but are not listed here, please reach out to racheltoke@utah.gov for further assistance.



MOAB REDROK RALLY

Applicant: Epic Off-road Event

Awarded: \$47,487

The Moab REDROK Rally is a multi-day UTV event hosted at the Historic Old Spanish Trail Arena in Moab, Utah. The event offers guided trail rides through Moab's iconic red rock landscapes, promoting motorized tourism and supporting local businesses and the community. In addition, the Rally emphasizes responsible land use and trail preservation through collaboration with local, county, and state organizations.

Eligible Requests	
	<p>Marketing and Promotion</p> <p>Billboards: Strategic placement to spread awareness about OHV tourism, attracting visitors to rural communities, and supporting local businesses.</p> <p>Digital Marketing: Social media campaigns, banner ads, native ads, video/pre-roll ads, and email campaigns, professional web design, and content created through a firm.</p> <p>Print and Publications: Fliers, direct mail, and paid content in relevant magazines, newspapers, and local guides. This also includes the reprinting of existing OHV maps.</p> <p>Trail Branding: Promoting OHV trails through branding initiatives.</p>
	<p>Events*</p> <p>Permitting, traffic control (cones, signage), speaker systems, branded pop-up tents, and branded event trailers.</p>
	<p>Research and Strategy</p> <p>Research for Effective Marketing: Funding for research initiatives to better understand the preferences, behaviors, and demographic of OHV enthusiasts. These insights help shape more effective strategies for marketing and outreach.</p> <p>Partnerships: Collaboration with chambers of commerce, tourism boards, and local businesses to strengthen outreach efforts and maximize regional impact.</p>

*** APPLIES TO NON-PROFIT ORGANIZATIONS ONLY:** Non-profits cannot purchase machines or equipment costing more than \$1,000 per item. However, non-profits can request funding to rent or lease equipment or machines that exceed \$1,000.

Note: If equipment is rented or leased, additional repair, maintenance, or associated costs will not be covered.

EXCEPTIONS FOR NON-PROFITS: Trailer purchases are eligible for funding of up to \$15,000. Radios, power banks, and generators are eligible for funding up to \$2,000.

**This section does not apply to municipalities, counties, state, or federal governments, as they must follow their own procurement processes.*



Ineligible Request & Matching Funds for all Categories

Funding Requests



Ineligible Requests

Benefits and Compensation: Employee benefits, associated costs, overhead and indirect expenses, volunteer pay, and clothing (unless PPE or uniforms are eligible), as well as food and water.

Transportation: Plane tickets, car rentals, registered vehicles (cars, trucks, jeeps, etc.).

Insurance: Employee, medical, vehicle, or project insurance.

Project Scope: Landscaping, law enforcement, lobbying, political advocacy, non-motorized items & equipment, trail mapping of existing trails.

Other Costs: Promotional items (swag/grab bags, except education materials), sales tax, shipping and handling (unless included in approved budgets), and grant management/administration related to grant writing, compiling documentation for reimbursements, and closeouts (does not include project management).

Matching Funds



Eligible Requests

Cash Contributions

- Cash or monetary donations
- Employee pay and benefits directly applied to the project
- Permit or fee payments made by the applicant
- Shipping and handling directly related to eligible project expenses
- Taxes directly related to eligible project expenses
- Purchased land within one year of the awarding of the project (must be used for the project)
- Other grants designated as match for the project

In-Kind Contributions

Labor

- Volunteer labor directly applied to the project

Equipment & Property

- Employee-provided equipment or materials used for project purposes
- Volunteer-provided equipment or materials used for project purposes
- Land contributions for specific purposes related to the project
- Non-motorized items used for eligible project activities

Services & Facilities

- Donated professional services (e.g., engineering, surveying, planning)
- Use of existing facilities for project purposes
- Mileage for vehicles used for the project (calculated using standard mileage rates)



Ineligible Requests

- Employee hours for grant management/administration (progress reports, reimbursements, closeouts, etc.)
- Employee hours for grant writing
- Items not included in the approved budget
- Items not used exclusively for the project
- Meals for employees
- Division of Outdoor Recreation's Trail Crew
- Lobbying or political advocacy
- Law enforcement costs

Year-Round OHV Land Acquisition Grants

Eligible applicants can request funding to purchase land, rights-of-way (ROWs), and easements. A portion of funding can also be used for title work, legal descriptions, and surveying of the land intended for purchase.

Grant Awards

Grant awards range from \$10,000 to \$1,000,000 per application. Additional funding beyond this range is not allowed. Requests under \$10,000 should be submitted during the regular cycle under Trail Work.

Matching Funds

This grant requires at least a **10% cash match**.

When Applying

Key considerations for OHV land acquisition:

- Prospective land must be available for OHV access for a minimum of 100 years.
- The acquired property must retain its intended purpose for the same duration. While the property cannot be resold, it may be donated or transferred to another entity if the purpose remains unchanged, with proper notification to DOR.
- Any access fees charged to OHV users must be disclosed to DOR.
- When multiple partners are involved, the entity receiving the real estate should serve as the primary contact on the application. If this entity is not the largest financial contributor, the largest contributor should be designated as the substitute contact for clarity and accountability.

Presentation Requirement

Applicants may be required to provide a short presentation in front of the OHV Advisory Council. All submitted Year-Round Land Acquisition grant applications will be reviewed and possibly scored by the full 12-member council.



Eligible Requests

Purchase of Land: Acquiring land to develop OHV trails, enhancing connectivity, and ensuring ongoing access.

Rights of Way (ROWs), Leases, and Easements: Securing ROWs, leases, or easements on private, public, and federal lands, to facilitate OHV access and trail expansion.

Legal Document Preparation: Covering costs for preparing essential legal documents to ensure compliance with acquisition requirements.

Title Work and Legal Descriptions: Funding for title work and legal descriptions to ensure accurate land ownership and OHV-use rights.

Surveying of Land: Supporting surveys to define the boundaries and features for effective OHV planning and development.

Year-Round OHV Land Acquisition Grants (continued)



Ineligible Project Items

Speculative or restricted acquisitions: Purchasing land without intent to develop OHV access; acquisition of land that does not guarantee OHV access for the minimum 100 years.

Real property limitations: Acquisition of property intended to be donated or sold for less than the purchase price; acquisition of real property by individuals or private for-profit entities for rehabilitation or resale; purchase of real property intended for non-motorized use.

Costs unrelated to land acquisition: Costs for building improvements, equipment, furnishings, or machinery if these are the principal purpose of the activity (such items may qualify under Trail Work instead).

Financial and administrative costs: Administrative costs, including salaries, retainers, travel, food and beverage, lodging, gifts/awards, or entertainment for personnel or volunteers; interest payments, reduction of deficits, or repayment of loans.

Completed acquisitions: Land purchases, easements, or similar acquisitions that have already been completed.

Post-Award Requirements - Before Land Purchases

If an award is made where OHVR funds will be applied to the cost of real property, copies of the following documents are required prior to the real estate transaction. While it is understood that these documents may not be available at the time of an applicant’s submission, applicants are encouraged to include any documentation that is currently available.

- Recent appraisal by a licensed appraiser
- Recent survey (as applicable) map and clear legal description of the property
- Title insurance report
- Purchase contract
- Escrow instructions or documentation Confirming the property is in escrow
- Draft of the proposed easement to be recorded (if applicable)
- Drafts of ancillary closing documents prepared to address problematic issues (if any)

For OHV nonprofit organizations

- A letter from a federal, state, or local entity stating they accept the property. Nonprofits are not required to deed the land to another entity but are encouraged to do so in the event the organization dissolves.

Required Application Attachments

- W9
- Budget Spreadsheet
- Google Earth or ESRI Image of Land
- Statement of Responsibility
- Management Plan for the Property
- Local User Group Support
- 1-5 Letters of Support/Acknowledgement

Funding

If awarded, the applicant can receive the full awarded funding prior to the land purchase. To receive the full funding awarded, please provide backup documentation of an executed Escrow Agreement.



PUFFER LAKE RECREATION AREA

Applicant: Minersville Lake Campground
Awarded: \$850,000

This project will fund the purchase of 589.38 acres surrounding Puffer Lake in Beaver County, including spring and underground water rights. Located 22 miles east of Beaver City at 9,672 feet in the Tushar Mountains, the property is accessible via the Piute Trail and State Road 153, a designated Scenic Byway. The acquisition will provide year-round public access for fishing, hunting, camping, and group events such as family reunions and youth programs, enhancing recreational opportunities and access to natural resources.



Attachment Checklist for all Grant Categories

<p>W9: Download the provided W9 form. The Division will use this form to create a vendor profile for the entity, which will be used for processing payments, creating agreements, and other necessary transactions.</p>	<p style="text-align: center;">Required</p>
<p>Location Map: High-resolution imagery is encouraged. Include a community map showing the project location, access roads, nearby infrastructure, and areas for maintenance or restoration. For trail projects, indicate connections to other recreational amenities, trails, or intended land purchases. Highlight specific areas for access protection, and for SAR or EMS, display your team's jurisdiction.</p>	
<p>Budget Spreadsheet: Download the provided budget within the application, fill out, and attach (please keep this document in Excel).</p>	
<p>One Letter of Support from Local OHV Group: Letters of support are essential components of your application, demonstrating the commitment, endorsement, and approval of each project partner's leadership. These letters should be personalized to reflect genuine support and should not be standardized. Please visit our website at: recreation.utah.gov/local-ohv-clubs-organizations/ for a list of local OHV usergroups around the state.</p>	
<p>Conflict of Interest Disclosure Form: Download the form, fill out, and attach. Applicants may not have specific conflicts to disclose.</p> <p>One Letter of Support / Acknowledgement: For projects taking place on public land, applicants must provide a letter of support from each relevant land management agency and/or county where the project occurs. These letters cannot be written by the applying organization or by any primary or secondary signatories.</p> <p>When obtaining letters, please ensure they reflect diverse perspectives and credibility. Failure to provide all required letters at the time of submission may result in your project being disqualified.</p>	<p style="text-align: center;">Required for all categories except Access Protection & SAR</p>
<p>Two Bids for Items over \$10,000: If an item is over \$10,000, please provide at least two bids or estimates for the item(s).</p>	<p style="text-align: center;">Required for Non-profits & SAR projects</p>
<p>Coordination Form: This form must be completed and submitted to DOR (racheltoke@utah.gov) a minimum of 10 days prior to the commencement of the OHVR Grant for the relevant cycle. This document ensures that the request does not duplicate other Access Protection litigation or legal work by any State agency or political subdivision.</p>	<p style="text-align: center;">Required for Access Protection</p>

<p>Proof of OHV Closure Documentation: If your project includes protecting access to trails or an area undergoing closure, please upload any associated documentation of the closure.</p>	<p style="text-align: center;">Required for Access Protection</p>
<p>Examples of Material: Upload examples of the material you intend to create with OHVR funding.</p>	<p style="text-align: center;">Required for Education & OHV Tourism</p>
<p>One Letter of Support or Acknowledgment from the County Sheriff: If your project takes place in multiple counties, please reach out to racheltoke@utah.gov.</p>	<p style="text-align: center;">Required for SAR</p>
<p>SAR Stats: Applicants should have accurate numbers for past SAR calls. Provide the average annual number of incidents responded to and projections of future incidents. Applicants should provide details of rescue calls that directly involved OHV users and non-OHV users.</p>	
<p>Letter from Local Tourism Director: Upload a letter from a local city or county Tourism Director to confirm coordination. If the applicant is the Tourism Director, a separate letter is required.</p>	<p style="text-align: center;">Required for OHV Tourism</p>
<p>Photos: Upload photos that illustrate the need for funding. Example: closed or wrongfully closed trails, areas requiring restoration, new trail or trailhead construction, outdated equipment, safety or educational efforts, etc.</p> <p><i>The Division of Outdoor Recreation has the right to use any photos or other material for the promotion and advertising of the grant.</i></p>	<p style="text-align: center;">Recommended</p>
<p>Letters of Commitment and Written Confirmation of Donations: If a partner is committing funding to the project, please upload a letter from the partner detailing the commitment. If a partner is donating material, equipment, etc., upload a letter from the partner detailing the donation.</p>	<p style="text-align: center;">If applicable</p>
<p>Phase Projects: If your project is phased, upload an appropriate map identifying this phase of the project and how it connects to any previous or future phases.</p>	
<p>Past Funding: If your organization has received OHVR funding in the past five years. Download, fill out, and attach the provided Past Funding worksheet.</p>	

Attachment Checklist for all Grant Categories

<p>Management Plan for Property: Upload a management plan for the property once the land is acquired. This can include recreational site plans.</p>	<p>If applicable for Trail Work</p>
<p>Draft of the Proposed Easement to be Recorded: A preliminary legal document that outlines the specific rights and restrictions related to the use of a property. This document establishes the terms and conditions under which the easement holder can use the designated portion of the land, ensuring clarity and legal protection for all parties involved.</p>	
<p>Recreational Site Plan: If your project involves building new trails or trail amenities, this is required. Show a recreational site plan, engineering plans, or conceptual drawing with enough detail to determine design details such as orientation and layout of the project itself.</p>	<p>If applicable for Trail Work & Snowmobile</p>
<p>Environmental Clearance: If your project is taking place on federal land, upload environmental clearance documentation (e.g. NEPA or RDCC).</p>	
<p>Archeological Investigation: Required if breaking ground on previously untouched land. Applicants must assess the project's impact on historic properties. If the project intersects with a historic site, an on-site investigation is required, with a written report submitted within 12 months of approval. Fees for a principal archaeological investigator are eligible project costs.</p>	
<p>Border Organization Letter: For applying organizations that border other states, upload a letter of intent detailing that the usage of funds will primarily benefit Utah's OHV community.</p>	<p>If applicable for SAR</p>

Interested in applying? Visit our website for the link to the application portal.



Budget Spreadsheet

This budget serves as an example of what we expect to see in submitted applications. It should provide a clear outline of what the grant funds are intended to pay for, the intended vendor, the quantity of each item, and which entity is covering each cost. Include a detailed breakdown of costs for volunteers, employees, and other expenses, clearly indicating whether each is in-kind or a cash match. Budgets that lack sufficient detail or a clear cost breakdown may result in denial of funding or a request to resubmit with necessary corrections.

Grant:	Project Name:	Applying Organization:
OHV Recreation (OHVR)	Example Project	Example Applicant

DETAILED LIST OF ANTICIPATED USE OF FUNDS							
Step 1: Applicants must provide a detailed breakdown of their project expenses and explain how the requested grant funds will be used. Applicants must also describe their cash match and in-kind match contributions. Utah's current volunteer rate is \$34.45							
1. CASH & IN-KIND DETAILED DESCRIPTION							
Line #	Budget Item Description	Intended Vendor or Source of Fund	Quantity	Cost Per Unit	Total Cost		
1	PT Trail Crew (2 employees)	-	700.0	\$ 23.00	\$ 16,100.00	\$ 16,100.00	
	Benefits for employees	Applying Organization	2.0	\$ 1,725.00	\$ 3,450.00	\$ 3,450.00	
2	UTV for Trail Crew	Local OHV Dealership	1.0	\$ 26,000.00	\$ 26,000.00	\$ 26,000.00	
3	Kiosk & Material	Local Hardware Store	2.0	\$ 4,200.00	\$ 8,400.00	\$ 8,400.00	
4	Installation of Kiosks	Partner Organization	15.0	\$ 34.45	\$ 516.75	\$ 516.75	
	Carsonites	Partner Organization	200.0	\$ 25.00	\$ 5,000.00	\$ 5,000.00	
	Installation of Carsonites	2nd Partner Organization	82.0	\$ 34.45	\$ 2,824.90	\$ 2,824.90	
5	Metal Sign Poles	Online retailer	40.0	\$ 12.00	\$ 480.00	\$ 480.00	
	Installation of Poles	Applying Organization	30.0	\$ 33.45	\$ 1,003.50	\$ 1,003.50	
6	Carsonite Stickers & Directional Signage	Local Print Shop	250.0	\$ 1.50	\$ 375.00	\$ 375.00	
7	Day-use cost of Equipment	Local Hardware Store	3.5	\$ 235.00	\$ 822.50	\$ 822.50	
8	Grant attribution - sticker for UTV & kiosk	Local Vendor	3.0	\$ 25.00	\$ 75.00	\$ 75.00	
9	10% Contingency for equipment & material	OHVR Grant	0.1	\$ 34,475.00	\$ 3,447.50	\$ 3,447.50	
					SUBTOTAL	\$ 71,695.15	\$ 71,695.15

OVERVIEW OF FUND SOURCES				
Step 2: Amounts will auto-fill. Enter the funding source and the date you expect the funding to be secured for all cash and in-kind match contributions.				
2. CASH OVERVIEW				
	Type of Funds	Source of Funds (Organization)	Estimated Date Secured	Total Cash Funding (\$)
Funds from the DOR grant, the applicant, and any additional partners supporting the project	Outdoor Recreation Grant	Utah Division of Outdoor Recreation		\$ 54,022.50
	Applicant Cash	Applying Organization	1/1/2026	\$ 7,305.00
	Partner Cash	Partner Organization	3/15/2026	
	Partner Cash			\$ 6,022.50
	Partner Cash			
	Partner Cash			
TOTAL CASH FUNDING:				\$ 67,350.00
3. IN-KIND OVERVIEW				
	Type of Funds	Source of Funds (Organization)	Estimated Date Secured	Total In-Kind Funding (\$)
Estimated value of materials, equipment, or services supplied by the applicant and/or project partners	Applicant In-Kind	Applying Organization	4/1/2026	\$ 1,003.50
	Partner In-Kind	Partner Organization	4/1/2026	
	Partner In-Kind	2nd Partner Org	4/1/2026	\$ -
	Partner In-Kind			
	Partner In-Kind			
TOTAL IN-KIND FUNDING:				\$ 1,003.50
TOTAL PROJECT VALUE				TOTAL PROJECT COST (DOR+Cash+In-Kind): \$ 68,353.50

4. ADDITIONAL INELIGIBLE PROJECT COSTS			
	Description	Source of Funds	Cost
Do not include ineligible expenses when calculating the total project cost in your application.			
	TOTAL INELIGIBLE:		\$ -
TOTAL PROJECT COST (projected):		\$ 68,353.50	

Totals	
Grant Funds Requested	\$ 54,022.50
Applicant Match (Cash & In-Kind)	\$ 8,308.50
Partner Match (Cash & In-Kind)	\$ 9,364.15
Total Project Cost	\$ 71,695.15
% Match	25%

Please provide any notes or info you would like us to be aware of regarding this budget when reviewing:

The trail crew will be hired to support partner volunteers and continue work on OHV trails. Matching funds for the trail crew is secured through a grant from the County. Local OHV user groups are contributing a combination of cash and in-kind support, including volunteer labor and materials. A 10% contingency is included to cover any additional material costs; this contingency does not apply to the personnel costs of the requested trail crew.

Things to Consider When Applying

How to Apply: All applications must be submitted through our online portal, Salesforce. The application link is available at recreation.utah.gov/grants/ohv-recreation-grant/.

Contingency Costs: A contingency to cover unexpected equipment or material expenses is allowed. Include this as a separate line item in the budget spreadsheet. Contingency costs should not exceed 10% of the total requested OHVR funding and cannot be used for employee hours.

Matching Requirements - *Skin in the Game*: Applicants are not required to provide cash contributions to the project; however, doing so is strongly encouraged. Projects with a higher portion of cash contributions compared to in-kind contributions will generally receive a higher score by reviewers. For projects that are not 100% motorized—particularly those related to SAR—it is important to include a cash contribution to cover the non-motorized portion. Partnerships that include significant private contributions as part of their match are encouraged, but applicants with generous financial partners must also demonstrate their commitment through some form of cash contribution.

When using unsecured funds as a match, applicants must provide detailed contingency plan outlining how the project will be completed if these funding sources do not come through.

Volunteer Labor as an In-Kind Match: The Division uses the current Utah volunteer rate provided by independentsector.org, which is listed on the budget spreadsheet.

Equipment as an In-Kind Match: Equipment rates must not exceed the fair rental rate. If your organization does not have a predetermined equipment list, the Division can provide one.

Employees as a Cash Match: Applicants may count their employees' hourly wage spent on the project as a cash match. This must be well-documented during the project using an official timekeeping system. Even if not counted as a match, tracking the labor of the grant recipient and their employees is helpful to measure the project's full value.

Donations: Non-cash donations, such as equipment, supplies, services and other expendable property, may be used as a portion of your organization's matching share if identified in the project application and budget. Document the value of donations with a receipt or quotation written on the contributor company's or organization's stationery. To qualify as a matching cost, contributions must be necessary, reasonable, and valued at fair market value. The costs must be directly connected to the completion of the project.

The use of the applicant's or partner's own equipment, materials, or real property does not constitute a donation; these items are considered an in-kind match.

Insurance Requirements

Grantees are responsible for addressing potential legal claims arising from their projects, including those involving staff or volunteers. Grantees must list the State of Utah as an additional insured on their insurance policy. If the grantee does not have sufficient insurance as required in the contract, written confirmation from land management agencies through volunteer service agreements or certificates of liability from contracted organizations must be provided and approved.

Environmental Clearance Requirements

If your project requires environmental clearance (NEPA or RDCC), you may request funding for this work. Applicants must apply for this funding in two phases: Phase I for environmental clearance and Phase II for the construction of new trails, trailheads, or related infrastructure.

Historic Site Considerations

Applicants must assess the project's impact on any historic property. If the project area intersects a designated historic site, an on-site archeological assessment is required, with findings documented in a written evaluation. For ground-disturbing activities in areas undisturbed for 50+ years, hiring a principal archaeological investigation is likely to be necessary, and associated fees are eligible project costs.

All evaluation and findings must be submitted to the Utah State Historic Preservation Office (SHPO) to ensure compliance and approval, safeguarding historic properties and supporting responsible project execution.



Early Review, Scoring & Awarding Process

Early Review

Applicants can submit their applications for early review, typically scheduled 15 days before the grant cycle closes. To qualify, applications must be complete or nearly complete by the deadline. Applications submitted after the deadline will be reviewed at the end of the grant cycle with all other submitted applications.

Internal Review - After the Grant Cycle Closes

After the cycle closes, program staff conduct an internal review, which is allotted 3 business days, to assessing completeness, identify ineligible components, verify project funding, and ensure all required attachments and documentation are provided.

Review and Scoring Process

Eligible applications are assigned to the OHV Advisory Council based on factors such as location, category, motorized focus, and land ownership. The council is given approximately 15 days to complete their reviews. Each application is scored by at least three evaluators, and the average score is presented at the final scoring meeting where funding decisions are made.

Council Scoring Process

Council Members score each application on a scale of 1–5 in the following categories

- Project Summary
- Project Category
- Project Budget and Funding
- Application Attachments

Scoring Values: 0=Not Eligible 1=Low 2=Adequate 3=Shows Promise/Acceptable 4=Good 5=Exemplary

In addition to scoring, council members are expected to provide comments for:

- Project Strengths
- Project Weakness
- Other Comments
- Funding Decision
- Decision Rationale

These comments provide valuable feedback for both program staff and applicant.

OHV Advisory Council

The OHV Advisory Council is composed of appointed volunteers from across Utah who are experts in OHV recreation. Members can serve a total of up to three four-year terms. After their initial term, a member can apply to serve a second term, and with approval from the Division, a third term is also possible. After completing the second term, the member must step down for at least two years before being eligible for a third term.

The 12-member council represents from the following:

- All-Terrain Vehicle Representative
- Four-Wheel Driver Representative
- Member-at-Large Representative
- OHV Dealership Representative
- OHV Motorcycle Representative
- OHV Safety Representative
- Search and Rescue Representative
- Snowmobile Representative
- Bureau of Land Management (BLM)
- Public Lands Policy Coordinating Office (PLPCO)
- United States Department of Agriculture Forest Service (USFS)
- Utah Trust Lands Administration

During the final scoring meeting, the council recommends grant funding to the most qualified and impactful projects, guided by the chair. These recommendations are submitted for a final approval from the DOR Director and the Department of Natural Resources (DNR) Executive Director or designee within one business day of the scoring meeting. Approval from DOR and DNR Directors generally take 3-5 business days, though it may occasionally take longer. Contracts are issued within 1-2 weeks following approval.

Post Award

We strongly recommend that you maintain meticulous records of all project-related expenditures, timesheets, and any other relevant documentation. This diligent record-keeping will not only help with tracking project progress but also ensure compliance with grant requirements and reporting.

Contracts

DOR contracts are a legally binding agreement between the State of Utah, Division of Outdoor Recreation (referred to as “State”), and the Awardee. **No project work may begin without a fully signed grant contract from the State*.**

***NEW! PRE-CONTRACT IN-KIND CONTRIBUTIONS:** The OHV program now allows in-kind volunteer hours incurred up to 12 months before a grant contract is in place to be counted toward the project’s match. Prior approval from the OHV grant administrator is required before counting pre-contract contributions. Contact program staff for more information and to receive a copy of the mandatory form.

This process requires additional documentation and quarterly updates on the work being completed. These contributions have no cash or reimbursable value; they count only as an in-kind match toward the project. Recording pre-contract contributions does not guarantee that the project will be awarded funding.

Grant Timeline

All applicants are automatically given 28 months to complete their project.

Project Modifications

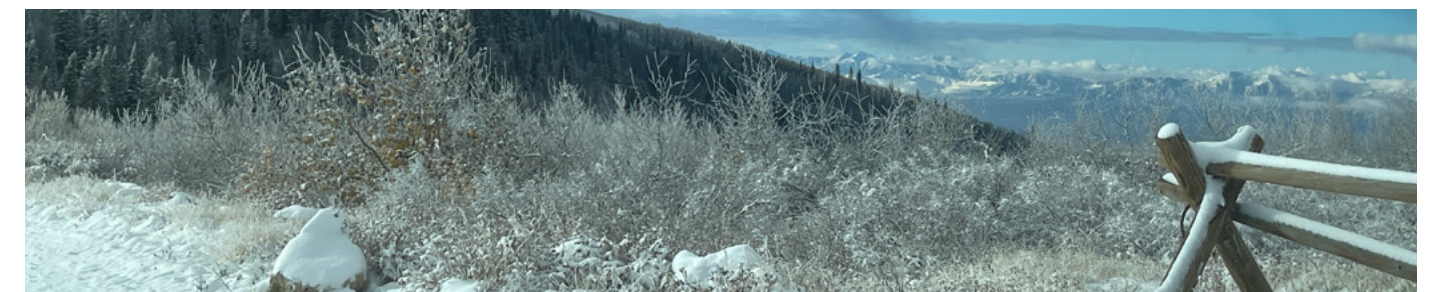
To initiate project modifications, please follow these steps

- Submit a formal request on your organization’s letterhead at least 60 days before the grants expiration date.
- Clearly detail the intended changes, specifying what work has been completed and what remains to be completed.
 - If your request involves extending your project’s deadline, please list your new intended project deadline date.
 - If you are requesting a budget modification, include an updated budget and a brief justification for the change.
- Applicants who were non-compliant with the completion of semi-annual progress reports could be deemed ineligible for project modifications.

Progress Reports

Applicants will be required to submit semi-annual progress reports (twice a year or every six months) to assess the project’s status and ensure compliance with the approved budget. These reports must be submitted through the grant portal.

Periodic on-site inspections may be conducted by program staff to ensure the project is progressing as planned and on schedule. For on-the-ground projects, a site visit may be necessary. For all other grants, high-resolution photos and videos will be provided in lieu of a site visit.



Funding Options



Upfront Funding

Applicants may request upfront funding in 25% increments or more (at the discretion of the Division), up to 100% of the total award amount.

To qualify for 100% upfront funding, the organization must have previously made multiple 25% (or greater) upfront requests, provided detailed historic funding records, and be current on all required backup documentation and progress reports. The Division reserves the authority to deny any upfront funding requests.

Completed requests should be submitted to racheltoker@utah.gov

Upfront funding assists organizations with significant purchases or early project expenses. We recommend requesting only the amount needed for immediate use and submitting additional requests as the project progresses.

To request upfront funding, please:

- Use the OHVR request form.
- Include updated bids, quotes, or detailed explanations of what the funding will be used for.
- Ensure that the upfront funding can be expended within 90 days of receiving the funds.

All upfront funding must be fully expended within 90 days of disbursement. Proof of expenditures—such as invoices, receipts, voided checks, or bank statements—must be submitted to verify spending.

Any unused funds must be returned to the Division. Failure to expend funds within the required timeframe may affect future eligibility for upfront funding.

Partial Reimbursement Requirements

Once project expenses have been incurred and reimbursement is requested before project completion, applicants must:

- Utilize the OHVR reimbursement request form.
- Include all relevant financial statements.
- Provide a detailed breakdown of expenses by budget line item.
- Attach copies of invoices, receipts, and supporting financial documents.
- Include bank statements or financial records demonstrating fund transfers and spending.

Typically, up to 75% of the awarded amount may be reimbursed before project completion. However, applicants who have submitted multiple reimbursement requests and are current on all required backup documentation and progress reports may qualify for reimbursement of more than 75% before project completion.

The remaining balance will be reimbursed upon project completion and approval of all final reports and documentation.

When Your Project is Complete

Project Summary Report

A concise report outlining the project’s objectives, scope, methods, and outcomes should be submitted with the project’s closeout. This report should provide an overview of what was accomplished during the project.

Promotion of the Project

As the project nears completion, program staff can assist with project promotion and media outreach. To initiate this process, please contact program staff via email.

After project completion, the managing organization should actively promote the project and ensure that publicity efforts properly recognize DOR. This includes:

- Using the correct DOR logo or grant attribution on all published materials, signage, press releases, and event coverage.
- Promoting the project through local media and social media platforms.

Program staff maintain vector files of all logos for proper use. Organizations must contact program staff via email to obtain these files. Failure to use the correct logo or attribution may require the organization to update all existing signage and promotional materials with the proper logos at their own expense.

Acknowledgment of the Grant

After project completion, grantees are required to install signage that identifies the grant’s project and its funding source. The cost of producing and installing this signage is eligible for reimbursement but must be included within the project’s approved budget. Please reach out to OHVR staff for logo attribution.

Usage Documentation

Grantees awarded funding are required to provide program staff with a selection of high-resolution images of the project. We strongly encourage grantees to submit periodic photos that document the project’s progress.

Operation and Maintenance

Areas or trails developed with OHVR funding should be operated and maintained according to the following principles:

- Should be inviting and visually appealing to the public.
- Must be reasonably open, accessible, and safe for public use.
- Adequate maintenance should be conducted throughout the estimated lifetime of the project to prevent deterioration.



RECREATION
OHV RECREATION GRANT

Closeout Documentation

Closeout documents should be submitted either upon project completion or within 60 days of the contract's end date. Timely submission is crucial to ensure grant reimbursement. Failure to do so may result in a delay or denial of reimbursement. Recipients must submit project expense documentation sufficient for a state audit.

Along with a ledger, include copies of project bills, receipts, canceled checks, scanned bank statements with sensitive information redacted, or an accounts paid report generated by the accounting department. Project managers can also use the provided volunteer timesheet to document in-kind labor and equipment.

All reimbursement requests must reflect expenses verifiably incurred by the grant recipient and/or the recipient's partner(s) named in the application. DOR can only reimburse grant recipients; we cannot reimburse project partners or vendors directly.

Upon project completion or grant term expiration, submission of closeout documents is mandatory:

- Utilize the provided budget sheet for grant expenditures and the reimbursement form.
- Include all additional required documentation as specified below.
- If applicable, attach volunteer timesheets and employee pay stubs.
- Provide photos of the completed project with proper OHVR logo attribution.

Failure to comply with these requirements may impact eligibility for future grants from DOR.

Step 1 – Download and Review Closeout Documents:

You can access closeout documents by emailing DOR staff or visiting the DOR website. We recommend using the provided Excel sheets to streamline submissions. All closeout documents should be submitted in Excel format to facilitate quicker review and reimbursement.

Step 2 – Organize Verifying Information:

1. Eligibility of Expenses:

- Ensure all expenditures are pertinent to the project's approved budget.
- Confirm that all work performed aligns with the project and corresponds to the reimbursable or match items listed in the approved budget.

2. Volunteer and Employee Timesheets:

- Document work completed by volunteers (in-kind match) and employees (cash match).
- Specifying the tasks performed and the individuals responsible.
- Use the provided timesheet forms for volunteer hours to simplify reporting.
- Employee hours must be documented using official payroll records or a query of hours worked. If official payroll records are not available, the organization's finance head must verify and sign off on the hours worked to ensure accuracy and eligibility for reimbursement.

3. Payment Documentation:

- Verify all purchases made with proper documentation. Acceptable documentation include:
 - Cleared checks
 - Bank statements
 - Electronic funds transfer records
 - Employee payroll
 - Other proof of payment
 - Ensure documentation is provided for all purchases. Missing documentation may significantly delay reimbursement. Program staff will require proof of payment for all goods and services to proceed.

Step 3 – Itemize Qualified Project Costs in the Reimbursement Budget Sheet:

- Itemize invoices, receipts, and other expenses, clearly indicating which expenses were charged to the project.
- Use the provided reimbursement budget sheet, which automatically calculates most project expenses based on the information provided

Receipts:

- When receipts are available, no additional proof of payment is required.
- If receipts are not available, you must provide one of the following:
 - Cleared check (scanned images from your online bank are acceptable)
 - Credit card or bank statement (redact sensitive information and unrelated transactions)

Tax and Shipping & Handling:

- Tax and shipping/handling costs are considered part of the project match, unless otherwise stated in the approved project budget.
- Tax is not eligible for reimbursement but may be applied toward the project's cash match.

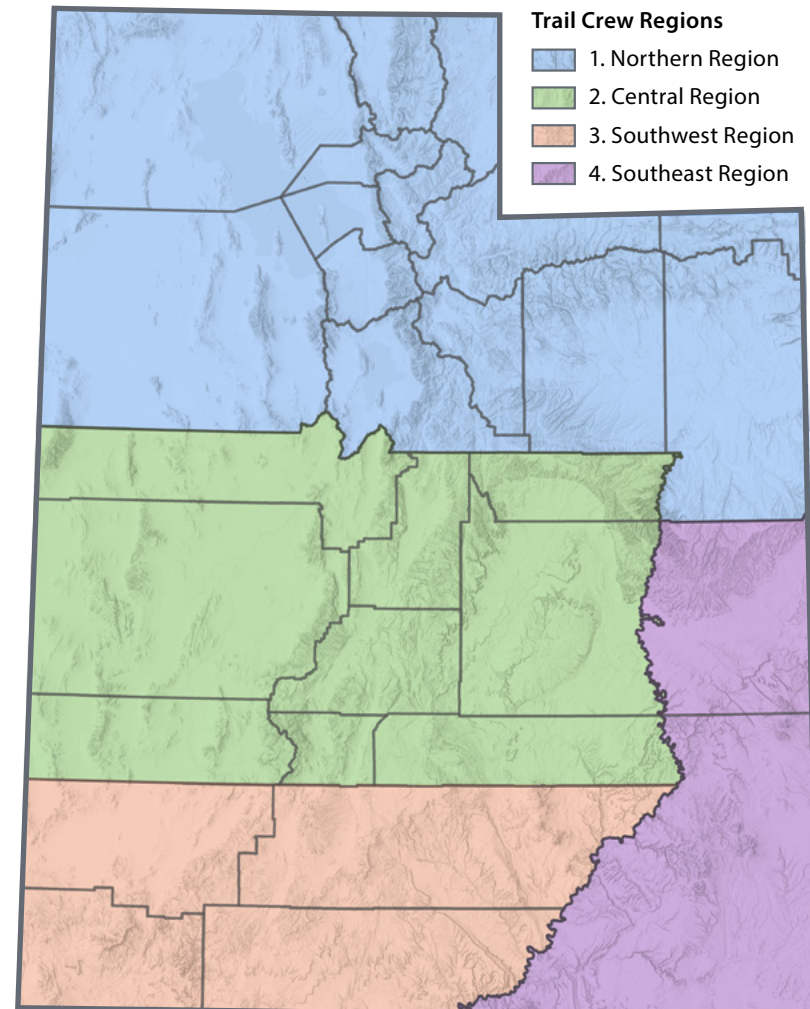


Statewide Trail Crew

Consider Working with the Division's Trail Crew on Your Next Project

The Division of Outdoor Recreation's trail crew has expanded! We have established crews across the state in four regions working out of Salt Lake, Richfield, Parowan, and Moab. These crews collaborate with federal, state, county, city, and non-profit organizations on both ongoing and backlogged trail projects. Serving as a crucial asset for both motorized and non-motorized trail systems in Utah. The Division's trail crew is trained to operate a variety of OHVs and trail equipment.

If your project requires additional support, please don't hesitate to contact us! Our Trail Crew Program has the ability to cover the entire state and isn't confined to a single set of trail construction techniques. They continually learn from partners and training organizations, allowing them to mobilize swiftly and scout potential projects during downtime.



Scan here to view all of our Statewide Trail Crew Program bi-annual newsletters!



For more information or to have our Trail Crew come out and help, please contact the Division of Outdoor Recreation's Trail Crew staff.

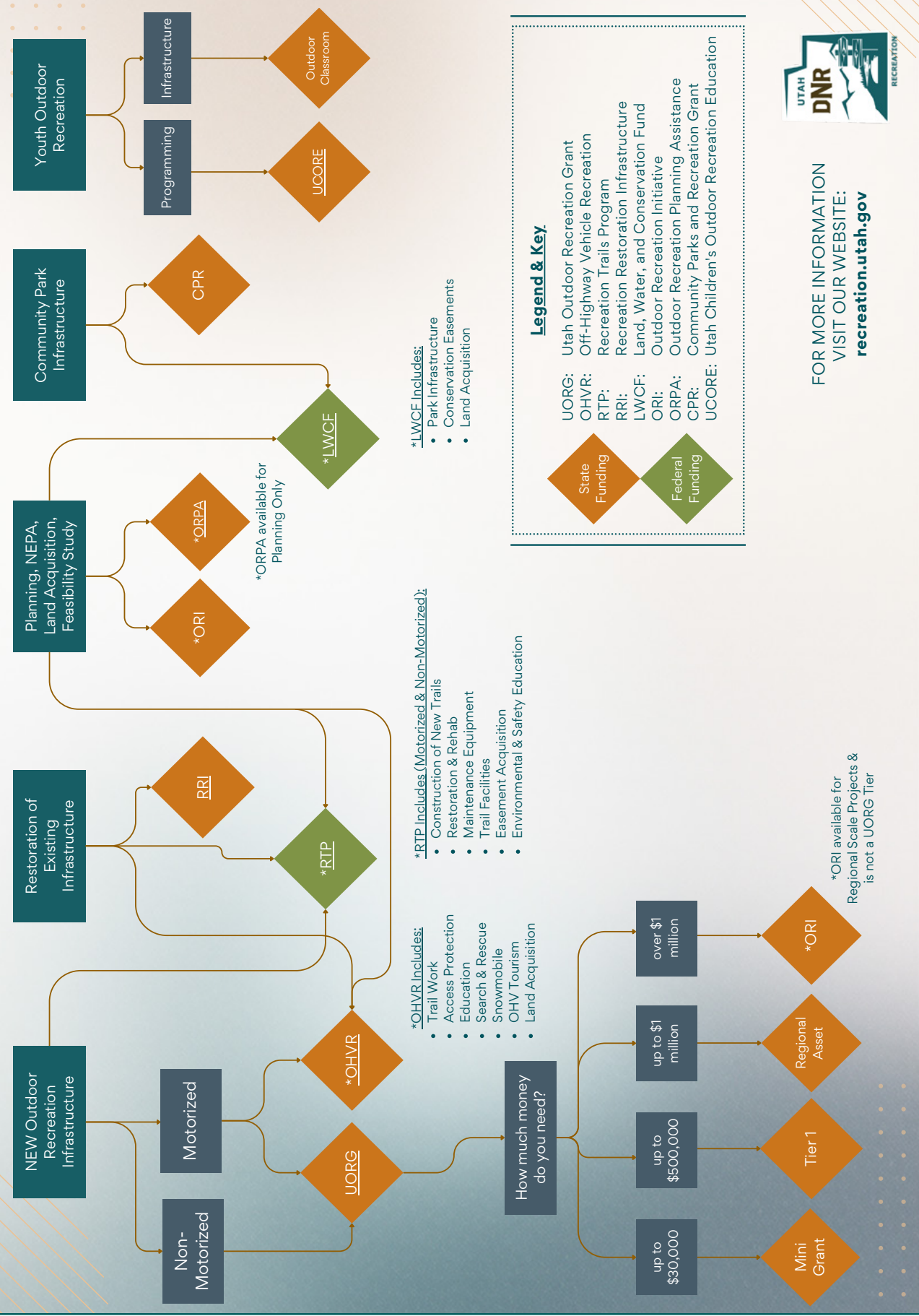
Contact Information for Statewide Trail Crew

<p>Mike Thomas Program Superintendent</p> <p>801-503-4188 <i>mthomas@utah.gov</i></p>	<p>Jayden Whitaker Logistics Coordinator</p> <p>801-349-0487 <i>jaydenw@utah.gov</i></p>	<p>Tara Dole Staff Support Specialist</p> <p>801-707-3524 <i>tdole@utah.gov</i></p>
<p>Nathan Condor Central Region Supervisor</p> <p>385-408-7949 <i>natecondor@utah.gov</i></p>	<p>Ronald Cooper Southwest Region Supervisor</p> <p>435-690-9345 <i>rtcooper@utah.gov</i></p>	<p>Carson Trader Southeast Region Supervisor</p> <p><i>ctrader@utah.gov</i></p>





Find the Right Funding for Your Project



Additional Funding Opportunities and Assistance

Grants	Open & Close Dates	Contact Information
<p>Outdoor Recreation Initiative (ORI) ORI funds large-scale infrastructure projects, land acquisition, feasibility studies, and environmental and cultural clearances. Projects in this program are vetted and selected first by regional recreation councils, with final approval coming from the Utah Outdoor Adventure Commission.</p>	<p>Year-round project solicitation - Projects approved in the fall.</p>	<p>Patrick Morrison <i>patrickmorrison@utah.gov</i></p>
<p>Utah Outdoor Recreation Grant (UORG) UORG is composed of five grant opportunities and supports recreation by providing matching funds for new trails, bike parks, boat ramps, shooting ranges and more. Eligible entities include non-profit organizations, or local (municipal or county) governments, and state and federal agencies.</p>		
<p>UORG Mini-Grant Awards funds up to \$30,000. If your project requires only a small investment, the mini-grant may be a good fit. 1:1 matching.</p>	<p>Opens January 12 Closes March 13</p>	<p>Noemi Molina <i>nmolina@utah.gov</i></p>
<p>UORG Tier 1 For new outdoor recreation infrastructure projects and helps communities build recreation amenities that support local economic development and funds projects up to \$500,000. County-based matching scale from 20%-50%.</p>		
<p>UORG Regional Asset Tier Funds up to \$1,000,000 for large, regionally significant projects.</p>		
<p>Recreation Restoration Infrastructure Grant (RRI) Funds to rehabilitation or restoration of summer-use recreation amenities on public lands in areas that receive high visitation. The RRI is for heavy maintenance on existing infrastructure. For NEW infrastructure, apply to the UORG program. RRI Funds up to \$250,000.</p>		
<p>Community Parks and Recreation (CPR) Construction and rehabilitation of city parks, fields, pools, playgrounds, and sport courts. These assets often create hubs that strengthen community connectivity and expand recreational opportunities. Grant funds up to \$200,000 and uses county-based matching scale.</p>		

Grants	Open & Close Dates	Contact Information
<p>Utah Children’s Outdoor Recreation and Education Grant (UCORE) Funds programming that provides Utah's children with outdoor recreation opportunities that are nature-focused and provide hands-on learning opportunities. Eligible entities include nonprofit organizations, or local (municipal or county) governments, and state and federal agencies. Awards up to \$15,000. 20% suggested match.</p>	<p>Fall 2026</p>	<p>Caroline Weiler <i>cweiler@utah.gov</i></p>
<p>Utah Outdoor Classroom Grant Awards up to \$15,000 to community-based non-profit organizations or publicly funded K-12 schools to help get Utah’s K-12 students outside— to learn, gain a skill, and enjoy the outdoors! 1:1 match.</p>		
<p>Outdoor Recreation Planning Assistance (ORPA) ORPA is a newly developed technical assistance service created to help communities define their outdoor recreation goals. This program aims to help communities build capacity at the local level by providing planning assistance, stakeholder and community engagement, and defining a plan of action. Eligible entities include Municipal agencies and counties.</p>	<p>Summer 2026</p>	<p>Emily Meadows <i>emeadows@utah.gov</i></p>
<p>Recreational Trails Program (RTP) The federally-funded RTP funds non-motorized and motorized trail development and maintenance, trail educational programs, and trail-related environmental protection projects. Grant awards go up to \$200,000 and require a minimum 20% match.</p>	<p>Opens February 16 Closes April 1</p>	<p>Evan Beitsch <i>ebeitsch@utah.gov</i></p>
<p>Land and Water Conservation Fund (LWCF) LWCF is a federally-funded program established to assist government agencies with the creation of high-quality, public outdoor recreation facilities. LWCF grants have been used to construct golf courses, swimming pools, and parks.</p>	<p>Opens October 15 Closes January 15</p>	



Meet the Staff



Rachel Toker
OHV Recreation Grant
Manager
racheltoker@utah.gov



Wade Allinson
OHV Program Manager
wadeallinson@utah.gov



JORGE VAZQUEZ
Motorized Grant Analyst
jjvazquez@utah.gov



Patrick Morrison
Recreation Program Director
patrickmorrison@utah.gov



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.