

**m** DEPARTMENT OF  
NATURAL RESOURCES  
**DIVISION OF ENFORCEMENT**



August 18, 2021

Minnesota County Sheriffs:

The Minnesota Department of Natural Resources (DNR), Enforcement Division, is inviting all county sheriff agencies to participate in the Off Highway Vehicle (OHV) Enforcement Grant Program during the upcoming biennium, July 1, 2021 through June 30, 2023. The 2021 Minnesota Legislature allocated \$485,000 for each fiscal year, 2022 and 2023.

You will find a "Preliminary 2022-2023 Allocation Totals" spreadsheet attached. If your county intends on participating for the next two years, please complete and return the attached "Fund Allocation Application" **no later than September 13, 2021**.

Preliminary grant amounts are based on:

1. The amount of public land and water in each county.
2. The total numbers of off highway vehicles registered and used in each county.
3. A base amount for participation in the program.

Additionally, based on the number of participating counties, your county will receive the same allocation amount in each fiscal year, 2022 and 2023. The details of receiving reimbursements will be indicated in the contract and on the DNR website. All expenses over the amount of your grant will be the sole responsibility of your county agency. Grant expenses are reimbursed on an annual basis, with an annual one-time reimbursement.

Off Highway Grant Program information and forms are available at the following website: <http://www.dnr.state.mn.us/grants/enforcement/index.html>. LT Adam Block can be reached at [adam.block@state.mn.us](mailto:adam.block@state.mn.us) or (651) 259-5057 if you have any questions.

Thank you in advance for your on-going efforts to assist the DNR in protecting Minnesota's resources and providing service to our citizens.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rodmen Smith", with a long horizontal flourish extending to the right.

Colonel Rodmen Smith  
Chief Conservation Officer/Division Director  
Division of Enforcement

Enclosures: 2

**Minnesota Department of Natural Resources**  
**OFF-HIGHWAY VEHICLE SAFETY GRANT PRELIMINARY ALLOCATION TOTALS (FISCAL YEARS: 2022 2023)**  
*Based on Registration Numbers as of 1/1/2021*

County Code/ State Code	STATE/ COUNTY NAME	PRELIMINARY ALLOCATION TOTAL	REGISTRATION/ USE ALLOCATION TOTALS	PUBLIC LAND ALLOCATION	Regular ATV NUMBER OF REGIST	REGULAR COUNTY MOST USED	OHMs NUMBER OF REGIST	OHMs COUNTY MOST USED	ORVs NUMBER OF REGIST	ORVs COUNTY MOST USED	AG ATVs NUMBER OF REGIST	AG ATVs COUNTY MOST USED	TOTAL # MACHINE REGIST		ALLOCATION FOR REGIST	TOTAL COUNTY MOST USED		
1	AITKIN	\$ 12,094.10	\$4,800	\$7,294	4,016	5,990	85	105	39	30	967	931	5,107	0.010516497	\$ 1,693	7,056	0.019297775	\$ 3,106.94
2	ANOKA	\$ 11,285.16	\$10,615	\$670	14,627	9,972	981	486	340	116	1090	705	17,038	0.03508519	\$ 5,649	11,279	0.03084745	\$ 4,966.44
3	BECKER	\$ 6,468.65	\$3,493	\$2,976	3,887	3,415	147	71	54	29	842	705	4,930	0.010152012	\$ 1,634	4,220	0.01154147	\$ 1,858.18
4	BELTRAMI	\$ 17,068.44	\$4,560	\$12,508	6,031	3,910	173	87	81	35	1033	815	7,318	0.015069458	\$ 2,426	4,847	0.013256281	\$ 2,134.26
5	BENTON	\$ 3,677.33	\$3,638	\$39	4,242	2,809	119	44	65	20	1391	1010	5,817	0.011978551	\$ 1,929	3,883	0.010619793	\$ 1,709.79
6	BIG STONE	\$ 1,425.17	\$893	\$532	506	425	14	6	10	2	808	588	1,338	0.002755252	\$ 444	1,021	0.002792379	\$ 449.57
7	BLUE EARTH	\$ 4,459.63	\$4,286	\$174	3,454	2,891	195	73	81	28	2443	2093	6,173	0.012711638	\$ 2,047	5,085	0.013907198	\$ 2,239.06
8	BROWN	\$ 4,106.47	\$4,027	\$79	2,504	1,697	38	11	55	7	3,731	2667	6,328	0.013030818	\$ 2,098	4,382	0.011984531	\$ 1,929.51
9	CARLTON	\$ 6,134.28	\$4,414	\$1,720	5,497	4,790	204	127	57	21	471	397	6,229	0.012826955	\$ 2,065	5,335	0.014590934	\$ 2,349.14
10	CARVER	\$ 3,984.08	\$3,732	\$252	4,942	2,372	365	116	161	37	1256	888	6,724	0.013846274	\$ 2,229	3,413	0.009334369	\$ 1,502.83
11	CASS	\$ 16,217.36	\$5,357	\$10,860	4,870	6,882	126	177	80	36	648	762	5,724	0.011787042	\$ 1,898	7,857	0.021488467	\$ 3,459.64
12	CHIPPEWA	\$ 1,882.78	\$1,757	\$126	961	723	31	12	13	11	1542	1326	2,547	0.005244863	\$ 844	2,072	0.005666807	\$ 912.36
13	CHISAGO	\$ 5,777.12	\$5,389	\$388	7,364	4,390	459	162	132	30	1136	812	9,091	0.018720476	\$ 3,014	5,394	0.014752296	\$ 2,375.12
14	CLAY	\$ 2,883.17	\$2,647	\$236	2,940	1,734	151	47	74	16	1296	856	4,461	0.009186233	\$ 1,479	2,653	0.00725581	\$ 1,168.19
15	CLEARWATER	\$ 3,478.80	\$1,573	\$1,906	1,510	1,244	44	16	18	10	776	534	2,348	0.004835076	\$ 778	1,804	0.004933842	\$ 794.35
16	COOK	\$ 10,431.33	\$714	\$9,717	771	882	26	38	13	12	47	45	857	0.001764762	\$ 284	977	0.002672042	\$ 430.20
17	COTTONWOOD	\$ 1,891.25	\$1,754	\$137	794	641	7	4	8	11	1652	1475	2,461	0.005067769	\$ 816	2,131	0.005828169	\$ 938.34
18	CROW WING	\$ 11,074.91	\$8,514	\$2,561	9,628	9,750	274	194	124	56	1212	874	11,238	0.023141646	\$ 3,726	10,874	0.029739797	\$ 4,788.11
19	DAKOTA	\$ 7,935.02	\$7,631	\$304	10,426	5,580	853	293	412	94	2073	1000	13,764	0.028343266	\$ 4,563	6,967	0.019054365	\$ 3,067.75
20	DODGE	\$ 1,878.69	\$1,876	\$3	1321	878	101	35	43	13	1442	1145	2,907	0.005986187	\$ 964	2,071	0.005664072	\$ 911.92
21	DOUGLAS	\$ 6,322.39	\$5,497	\$825	4,676	3,986	124	58	90	59	3,141	2335	8,031	0.01653769	\$ 2,663	6,438	0.017607579	\$ 2,834.82
22	FARIBAUT	\$ 2,415.09	\$2,328	\$87	1184	861	21	1	23	6	2329	1741	3,557	0.007324687	\$ 1,179	2,609	0.007135473	\$ 1,148.81
23	FILLMORE	\$ 3,382.76	\$3,266	\$117	1456	741	53	13	29	8	3,891	2567	5,429	0.011179569	\$ 1,800	3,329	0.009104634	\$ 1,465.85
24	FREEBORN	\$ 2,989.72	\$2,823	\$167	1330	911	41	19	35	14	2,607	2,445	4,013	0.008263697	\$ 1,330	3,389	0.00926873	\$ 1,492.27
25	GOODHUE	\$ 4,948.38	\$4,591	\$357	3,625	2,376	145	55	84	28	3,293	2587	7,147	0.014717329	\$ 2,369	5,046	0.013800535	\$ 2,221.89
26	GRANT	\$ 1,701.05	\$1,319	\$382	909	668	29	11	21	8	1127	738	2,086	0.004295557	\$ 692	1,425	0.003897297	\$ 627.46
27	HENNEPIN	\$ 11,350.19	\$10,761	\$589	17,935	6,110	1,919	604	716	126	1719	817	22,289	0.045898216	\$ 7,390	7,657	0.020941478	\$ 3,371.58
28	HOUSTON	\$ 2,629.49	\$2,191	\$438	959	858	18	10	17	5	2232	1675	3,226	0.006643082	\$ 1,070	2,548	0.006968641	\$ 1,121.95
29	HUBBARD	\$ 6,096.84	\$3,090	\$3,007	3,116	3,777	111	54	36	23	460	360	3,723	0.00766652	\$ 1,234	4,214	0.01152506	\$ 1,855.53
30	ISANTI	\$ 4,121.70	\$3,909	\$213	4,425	3,562	301	128	76	25	934	843	5,736	0.011811753	\$ 1,902	4,558	0.012465882	\$ 2,007.01
31	ITASCA	\$ 19,324.68	\$7,967	\$11,358	9,420	9,395	198	148	100	62	738	615	10,456	0.021531327	\$ 3,467	10,220	0.027951143	\$ 4,500.13
32	JACKSON	\$ 2,549.44	\$2,328	\$221	936	777	23	13	4	3	2105	2185	3,068	0.006317723	\$ 1,017	2,978	0.008144668	\$ 1,311.29
33	KANABEC	\$ 2,778.61	\$2,350	\$429	2,206	2,137	79	59	21	10	786	802	3,092	0.006367145	\$ 1,025	3,008	0.008226716	\$ 1,324.50
34	KANDIYOHI	\$ 5,334.26	\$4,573	\$761	3,376	2,808	133	72	35	29	2960	2580	6,504	0.013393243	\$ 2,156	5,489	0.015012116	\$ 2,416.95
35	KITTSON	\$ 1,773.22	\$1,117	\$656	718	565	6	1	4	1	894	749	1,622	0.003340074	\$ 538	1,316	0.003599188	\$ 579.47
36	KOOCHICHING	\$ 17,834.76	\$2,640	\$15,195	3,180	2,891	55	27	38	20	398	293	3,671	0.00755944	\$ 1,217	3,231	0.008836609	\$ 1,422.69
37	LAC QUI PARLE	\$ 1,741.49	\$1,290	\$451	613	524	26	7	12	2	1139	1050	1,790	0.003686025	\$ 593	1,583	0.004329419	\$ 697.04
38	LAKE	\$ 14,446.58	\$1,514	\$12,933	1,849	1,811	59	37	23	10	79	66	2,010	0.004139056	\$ 666	1,924	0.005262035	\$ 847.19
39	LAKE OF THE WOODS	\$ 9,610.52	\$990	\$8,621	961	1177	19	8	47	33	162	134	1,189	0.002448427	\$ 394	1,352	0.003697646	\$ 595.32
40	LESUEUR	\$ 3,871.53	\$3,598	\$274	3,544	2,142	109	23	72	23	2119	1582	5,844	0.01203415	\$ 1,937	3,770	0.010310745	\$ 1,660.03
41	LINCOLN	\$ 1,288.63	\$1,110	\$179	498	403	26	6	8	2	1095	884	1,627	0.00335037	\$ 539	1,295	0.003541754	\$ 570.22
42	LYON	\$ 4,378.17	\$4,194	\$184	1,890	1,224	42	18	22	11	4,485	3,424	6,439	0.013259393	\$ 2,135	4,677	0.01279134	\$ 2,059.41
43	MCLEOD	\$ 3,883.22	\$3,727	\$156	2,978	2,146	130	62	76	13	2,504	1,961	5,688	0.01171291	\$ 1,886	4,182	0.011437542	\$ 1,841.44
44	MAHNOMEN	\$ 1,230.40	\$501	\$729	566	437	9	1	7	4	172	129	754	0.001552661	\$ 250	571	0.001561654	\$ 251.43
45	MARSHALL	\$ 4,126.56	\$1,731	\$2,396	1,602	1,224	30	10	21	10	961	718	2,614	0.005382832	\$ 867	1,962	0.005365963	\$ 863.92
46	MARTIN	\$ 2,688.01	\$2,503	\$185	1,354	970	25	2	16	7	2339	1894	3,734	0.007689171	\$ 1,238	2,873	0.007857498	\$ 1,265.06
47	MEEKER	\$ 3,875.37	\$3,474	\$401	2,766	2,203	103	44	49	21	2091	1851	5,009	0.010314692	\$ 1,661	4,119	0.01126524	\$ 1,813.70
48	MILLE LACS	\$ 6,381.81	\$4,207	\$2,175	5,285	3,750	165	40	86	17	1143	718	6,679	0.013753609	\$ 2,214	4,525	0.012375628	\$ 1,992.48
49	MORRISON	\$ 8,187.98	\$7,350	\$838	6,674	5,213	108	45	64	27	4,017	3,228	10,863	0.022369434	\$ 3,601	8,513	0.023282591	\$ 3,748.50
50	MOWER	\$ 2,211.42	\$2,191	\$20	1,299	874	55	25	29	17	2050	1476	3,433	0.007069343	\$ 1,138	2,392	0.00654199	\$ 1,053.26
51	MURRAY	\$ 2,202.14	\$1,963	\$239	834	659	11	4	6	7	2090	1574	2,941	0.006056201	\$ 975	2,244	0.006137218	\$ 988.09

NOTE: THE ALLOCATION TOTALS WERE DIVIDED BASED ON 3 VARIABLES: REGISTERED OHV, COUNTY OF USE OF THE SAME, AND PUBLIC LAND AND WETLAND WITHIN EACH OF THE 87 COUNTIES IN MINNESOTA.

Minnesota Department of Natural Resources  
OFF-HIGHWAY VEHICLE SAFETY GRANT PRELIMINARY ALLOCATION TOTALS (FISCAL YEARS: 2022 2023)  
Based on Registration Numbers as of 1/1/2021

County Code/ State Code	STATE/ COUNTY NAME	PRELIMINARY ALLOCATION TOTAL	REGISTRATION/ USE ALLOCATION TOTALS	PUBLIC LAND ALLOCATION	Regular ATV NUMBER OF REGIST	REGULAR COUNTY MOST USED	OHMs NUMBER OF REGIST	OHMs COUNTY MOST USED	ORVs NUMBER OF REGIST	ORVs COUNTY MOST USED	AG ATVs NUMBER OF REGIST	AG ATVs COUNTY MOST USED	TOTAL # MACHINE REGIST		ALLOCATION FOR REGIST	TOTAL COUNTY MOST USED		
52	NICOLLET	\$ 1,777.88	\$1,615	\$163	1,110	985	27	23	8	10	970	1057	2,115	0.004355275	\$ 701	2,075	0.005675012	\$ 913.68
53	NOBLES	\$ 2,114.38	\$2,039	\$75	938	596	16	4	6	3	2114	1714	3,074	0.006330078	\$ 1,019	2,317	0.006336869	\$ 1,020.24
54	NORMAN	\$ 746.71	\$663	\$84	712	499	11	3	13	3	304	217	1,040	0.002141601	\$ 345	722	0.001974631	\$ 317.92
55	OLMSTED	\$ 4,698.11	\$4,648	\$50	3,145	2,054	270	103	119	50	3,387	3,138	6,921	0.014251943	\$ 2,295	5,345	0.014618284	\$ 2,353.54
56	OTTER TAIL	\$ 10,513.13	\$8,156	\$2,357	7,542	6,920	165	88	109	63	3,412	2,998	11,228	0.023121054	\$ 3,722	10,069	0.027538166	\$ 4,433.64
57	PENNINGTON	\$ 1,649.01	\$1,555	\$94	1,915	1,183	35	10	12	4	594	410	2,556	0.005263396	\$ 847	1,607	0.004395057	\$ 707.60
58	PINE	\$ 7,813.58	\$5,222	\$2,592	4,637	5,677	156	276	68	43	1342	1192	6,203	0.012773414	\$ 2,057	7,188	0.019658788	\$ 3,165.06
59	PIPESTONE	\$ 1,365.58	\$1,343	\$23	605	302	25	4	8	3	1600	1055	2,238	0.004608561	\$ 742	1,364	0.003730466	\$ 600.60
60	POLK	\$ 3,248.12	\$2,773	\$475	2,795	2,070	53	24	73	26	1297	1002	4,218	0.008685839	\$ 1,398	3,122	0.0085385	\$ 1,374.70
61	POPE	\$ 3,266.42	\$2,578	\$688	1,682	1,613	53	26	53	20	1690	1578	3,478	0.007162008	\$ 1,153	3,237	0.008853019	\$ 1,425.34
62	RAMSEY	\$ 4,579.84	\$4,416	\$164	7,853	2,398	696	162	307	51	714	212	9,570	0.019706848	\$ 3,173	2,823	0.007720751	\$ 1,243.04
63	RED LAKE	\$ 744.43	\$703	\$41	755	543	16	7	4	2	336	209	1,111	0.002287806	\$ 368	761	0.002081294	\$ 335.09
64	REDWOOD	\$ 3,163.38	\$3,106	\$57	1,695	1,115	48	22	31	6	3157	2199	4,931	0.010154072	\$ 1,635	3,342	0.009140188	\$ 1,471.57
65	RENVILLE	\$ 2,777.38	\$2,730	\$47	1,484	1,090	41	14	25	11	2478	2053	4,028	0.008294585	\$ 1,335	3,168	0.008664307	\$ 1,394.95
66	RICE	\$ 4,022.04	\$3,846	\$176	3,763	2,909	182	83	91	36	1681	1402	5,717	0.011772628	\$ 1,895	4,430	0.012115809	\$ 1,950.65
67	ROCK	\$ 904.86	\$890	\$15	489	300	17	9	23	9	803	700	1,332	0.002742897	\$ 442	1,018	0.002784175	\$ 448.25
68	ROSEAU	\$ 6,167.90	\$2,834	\$3,334	3,468	2,722	109	55	54	15	603	456	4,234	0.008718787	\$ 1,404	3,248	0.008883103	\$ 1,430.18
69	ST. LOUIS	\$ 47,064.11	\$18,673	\$28,391	23,631	21,005	834	531	319	257	1280	990	26,064	0.053671816	\$ 8,641	22,783	0.062310263	\$ 10,031.95
70	SCOTT	\$ 4,307.30	\$4,066	\$241	4,714	3,595	359	149	157	52	988	757	6,218	0.012804303	\$ 2,061	4,553	0.012452207	\$ 2,004.81
71	SHERBURNE	\$ 7,544.28	\$7,010	\$534	9,864	6,334	502	173	195	62	996	650	11,557	0.023798541	\$ 3,832	7,219	0.019743572	\$ 3,178.72
72	SIBLEY	\$ 2,113.84	\$1,979	\$135	1,240	955	38	10	23	7	1524	1395	2,825	0.00581733	\$ 937	2,367	0.006473616	\$ 1,042.25
73	STEARNS	\$ 16,091.04	\$15,578	\$513	14,157	11,285	464	225	250	92	8,024	6,538	22,895	0.047146111	\$ 7,591	18,140	0.049611911	\$ 7,987.52
74	STEELE	\$ 2,131.17	\$2,089	\$42	1,800	1,268	72	23	43	21	1353	972	3,268	0.006729569	\$ 1,083	2,284	0.006246616	\$ 1,005.71
75	STEVENS	\$ 1,719.23	\$1,448	\$271	882	777	17	6	13	9	1217	894	2,129	0.004384104	\$ 706	1,686	0.004611118	\$ 742.39
76	SWIFT	\$ 1,981.14	\$1,700	\$281	999	696	43	22	19	13	1529	1180	2,590	0.00533341	\$ 859	1,911	0.005226481	\$ 841.46
77	TODD	\$ 5,301.09	\$4,841	\$460	3,453	3,383	64	24	28	20	2618	2,927	6,163	0.012691045	\$ 2,043	6,354	0.017377844	\$ 2,797.83
78	TRAVERSE	\$ 779.25	\$638	\$141	361	330	5	3	3	1	479	477	848	0.001746229	\$ 281	811	0.002218041	\$ 357.10
79	WABASHA	\$ 4,720.37	\$4,362	\$358	2,629	2,571	80	65	20	9	3,536	2545	6,265	0.012901087	\$ 2,077	5,190	0.014194367	\$ 2,285.29
80	WADENA	\$ 2,710.52	\$2,365	\$346	2,270	1,584	67	53	31	9	1445	853	3,813	0.007851851	\$ 1,264	2,499	0.006834629	\$ 1,100.38
81	WASECA	\$ 2,019.65	\$1,906	\$114	1,589	1,069	34	14	23	14	1362	966	3,008	0.006194169	\$ 997	2,063	0.005642193	\$ 908.39
82	WASHINGTON	\$ 5,879.15	\$5,581	\$298	7,884	4,508	522	193	222	56	932	720	9,560	0.019686255	\$ 3,169	5,477	0.014979296	\$ 2,411.67
83	WATONWAN	\$ 1,318.61	\$1,271	\$48	662	478	33	16	15	5	1291	880	2,001	0.004120523	\$ 663	1,379	0.00377149	\$ 607.21
84	WILKIN	\$ 683.47	\$619	\$64	627	422	10	5	7	3	328	245	972	0.002001573	\$ 322	675	0.001846088	\$ 297.22
85	WINONA	\$ 4,296.64	\$3,871	\$426	2,069	1,378	139	86	28	8	3,607	2,919	5,843	0.012032091	\$ 1,937	4,391	0.012009146	\$ 1,933.47
86	WRIGHT	\$ 10,727.41	\$9,995	\$732	11,540	8,333	685	300	248	73	3,130	2,246	15,603	0.032130193	\$ 5,173	10,952	0.029953123	\$ 4,822.45
87	YELLOW MEDICINE	\$ 2,231.82	\$2,124	\$108	1,134	706	24	9	15	6	2165	1589	3,338	0.006873716	\$ 1,107	2,310	0.006317724	\$ 1,017.15
	TOTALS	\$ 483,000.00	\$322,000	\$161,000	318,548	241,808	14478	6529	6351	2317	146202	114984	485,618	1	\$ 161,000	365,638	1	\$ 161,000.00

NOTE: THE ALLOCATION TOTALS WERE DIVIDED BASED ON 3 VARIABLES: REGISTERED OHV, COUNTY OF USE OF THE SAME, AND PUBLIC LAND AND WETLAND WITHIN EACH OF THE 87 COUNTIES IN MINNESOTA.

MINNESOTA OFF HIGHWAY VEHICLE  
SAFETY ENFORCEMENT GRANT Program  
Fund Allocation Application  
Fiscal Years: 2022 & 2023

**Sheriff Office Application**

Please complete the six-page application to indicate your Agency's intent to participate in the Off Highway Vehicle Safety Enforcement Grant Program.

**Deadline: September 13, 2021**

**Submit Here: Adam.Block@state.mn.us**

**APPLICATION AGENCY INFORMATION:**

Local Law Enforcement Agency Name:

Contact Person:

Street Address:

City, State ZIP:

Phone Number:

Fax Number:

Email Address:

The Minnesota Department of Natural Resources (DNR) will use agency statistics to compile information for the following categories. Statistics based on the following:

- a. Agency Participation - completed application received by DNR Enforcement.
- b. OHV Registration & Use - DNR License Center figures will be used.
- c. Public Land Area - 1983 Public Land Survey figures from the Land Management Information Center will be used to determine all public land and water area within each county.
- d. Off Highway Vehicle Safety Training/Education - DNR is asking for 2022 and 2023 Completion Report narrative to track education of county staff in a POST-approved training class. The application must reflect a County's willingness to participate in youth/adult Off Highway Vehicle training and education activities. On the back of this form, please list activities you Agency would be willing to participate in.

**Signature - Local Law Enforcement Administrator**

**Date:**

## **ALLOWABLE EXPENDITURES**

### **OFF-HIGHWAY VEHICLE SAFETY ENFORCEMENT GRANT PROGRAM – 2022-2023**

**Use these guidelines when considering whether a specific expense is eligible for reimbursement.**

#### **General:**

All of the expenditures listed below must be directly related to the Off-Highway Vehicle Safety Enforcement Program (OHV). When personnel or equipment costs are split between general law enforcement duties and off-highway vehicle enforcement, including all-terrain safety enforcement, motorcycle enforcement and off-road vehicle enforcement, the prorated percentage paid out of the off-highway safety enforcement account may not exceed the percentage of time the individual or equipment is actually used for off-highway safety enforcement. These funds are to be used only for enforcement activities above and beyond current levels of local law enforcement activities as stated in 2021 Laws of Minnesota, 1st Special Session, Chapter 6, Article, 1, Section 3, Subdivision 7, Paragraph (f).

Local Law Enforcement Agencies are urged to contact the Department of Natural Resources Off-Highway Vehicle Safety Enforcement Grant Administrator for a determination prior to any questionable expenditure. **All expenditures are subject to state audit. Be sure to keep documentation and records of all expenditures.**

#### **Personnel:**

Salary costs for certification of staff to conduct the DNR youth training safety programs for All-Terrain Vehicles (ATV), and the actual training conducted for the youth program.

Salary costs for attendance by county or local staff in a POST-approved training session conducted by DNR Enforcement Officers on OHV rules and enforcement techniques. Salary costs for officers enforcing the OHV laws, rules, regulations and local ordinance.

Records or logs of time spent on the program are necessary to support these expenses and should be retained for not less than three years. If officer hours are a part of your reimbursement, please send **one** (1) example officer log for the time period for which reimbursement is being requested.

Salary and course fees for staff training and proficiency in proper riding and handling techniques for ATV operation are eligible for reimbursement. This is discretionary, based on local priority rather than state requirements. Outlets such as the Minnesota Highway Safety & Research Center [located outside St. Cloud] can be contacted regarding their OHV training course and schedule.

#### **Supplies and Expenses:**

This includes riding equipment, fuel, oil, lubricants, repairs, rental/lease costs, travel costs, training expenses and expendable supplies.

#### **Equipment:**

This includes OHVs/ATVs, trailers, vehicles, radios, and other necessary items related to this program. Equipment that is being used for general duties may be either charged to the off-highway vehicle enforcement account according to percentage of use or by the cost per mile/hour of operation. Mileage logs showing dates, odometer readings and assignment are necessary to support all vehicle use and should be retained for not less than three years. If additional vehicles are needed, leases should be considered. Requests for equipment purchases are of low priority and should be limited to essential requests only. If you do purchase an ATV, and it is \$5,000 or more in total cost, please submit a copy of the purchase invoice.

All of the expenses incurred during the grant time period should be condensed into an Integrated Payment System Report, which you should be able to obtain from your county auditor or treasurer.

Other proposed expenditures which do not fit into one of these categories must have prior approval by the Department of Natural Resources Snowmobile Enforcement Grant Administrator.

Please contact LT Adam Block at (651) 259-5057 or [Adam.Block@state.mn.us](mailto:Adam.Block@state.mn.us).

**PROPOSED BUDGET *(Preliminary)***  
**OFF HIGHWAY VEHICLE SAFETY ENFORCEMENT GRANT PROGRAM**  
**(07/01/2021-06/30/2022)**

AGENCY:

DATE:

**GROUP 1:**

PERSONNEL	NUMBER OF OFFICERS	AGENCY FUNDS	STATE FUNDS	TOTAL COSTS
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FULL TIME:

PART TIME:

SUB-TOTAL:

**GROUP 2:**

EXPENSES and SUPPLIES	AGENCY FUNDS	STATE FUNDS	TOTAL COSTS
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**GROUP 3: EQUIPMENT**

AGENCY FUNDS	STATE FUNDS	TOTAL COSTS
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GROUP 4:	GRAND TOTAL	AGENCY FUNDS	STATE FUNDS	* TOTAL COSTS
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\* Must equal the amount listed in the "Off Highway Vehicle Preliminary Allocation Amount."

Keep one copy of this form for your agency files.

*"This is to certify that the State Funds requested will be used only for the purposes set forth in Laws of Minnesota 2017, Chapter 93, Article 1, Section 3, and the information contained in this form is correct to the best of my knowledge."*

**Signature**

**Date**

**Please return this form with the signed Application.**

**PROPOSED BUDGET *(Preliminary)***  
**OFF HIGHWAY VEHICLE SAFETY ENFORCEMENT GRANT PROGRAM**  
**(07/01/2022-06/30/2023)**

AGENCY:

DATE:

**GROUP 1:**

PERSONNEL	NUMBER OF OFFICERS	AGENCY FUNDS	STATE FUNDS	TOTAL COSTS
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FULL TIME:

PART TIME:

SUB-TOTAL:

**GROUP 2:**

EXPENSES and SUPPLIES	AGENCY FUNDS	STATE FUNDS	TOTAL COSTS
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**GROUP 3: EQUIPMENT**

AGENCY FUNDS	STATE FUNDS	TOTAL COSTS
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*Signature*

*Date*

**Please return this form with the signed Application.**

**STATEMENT OF UNDERSTANDING AND AGREEMENT  
OFF-HIGHWAY VEHICLE SAFETY ENFORCEMENT GRANT PROGRAM  
PROGRAM YEARS: 2022-2023**

The Off-Highway Vehicle Safety Enforcement Grants to Local Law Enforcement Agencies is authorized by 2021 Laws of Minnesota, 1st Special Session, Chapter 6, Article, 1, Section 3, Subdivision 7(F), which reads in part as follows:

\$485,000 each year and \$485,000 the second year are from the natural resources fund for grants to county law enforcement agencies for off-highway vehicle enforcement and public education activities based on off-highway vehicle use in the county.

By signing below you are affirming you understand that grant funds are to be expended for off-highway vehicle law enforcement activities above and beyond the current levels of off-highway vehicle law enforcement activities that your agency is currently providing and will only be used as such.

**SIGNATURE**

**DATE**

**Please return this form with the signed Application.**

Deadline: September 13, 2021  
Return Address: Adam.Block@state.mn.us