

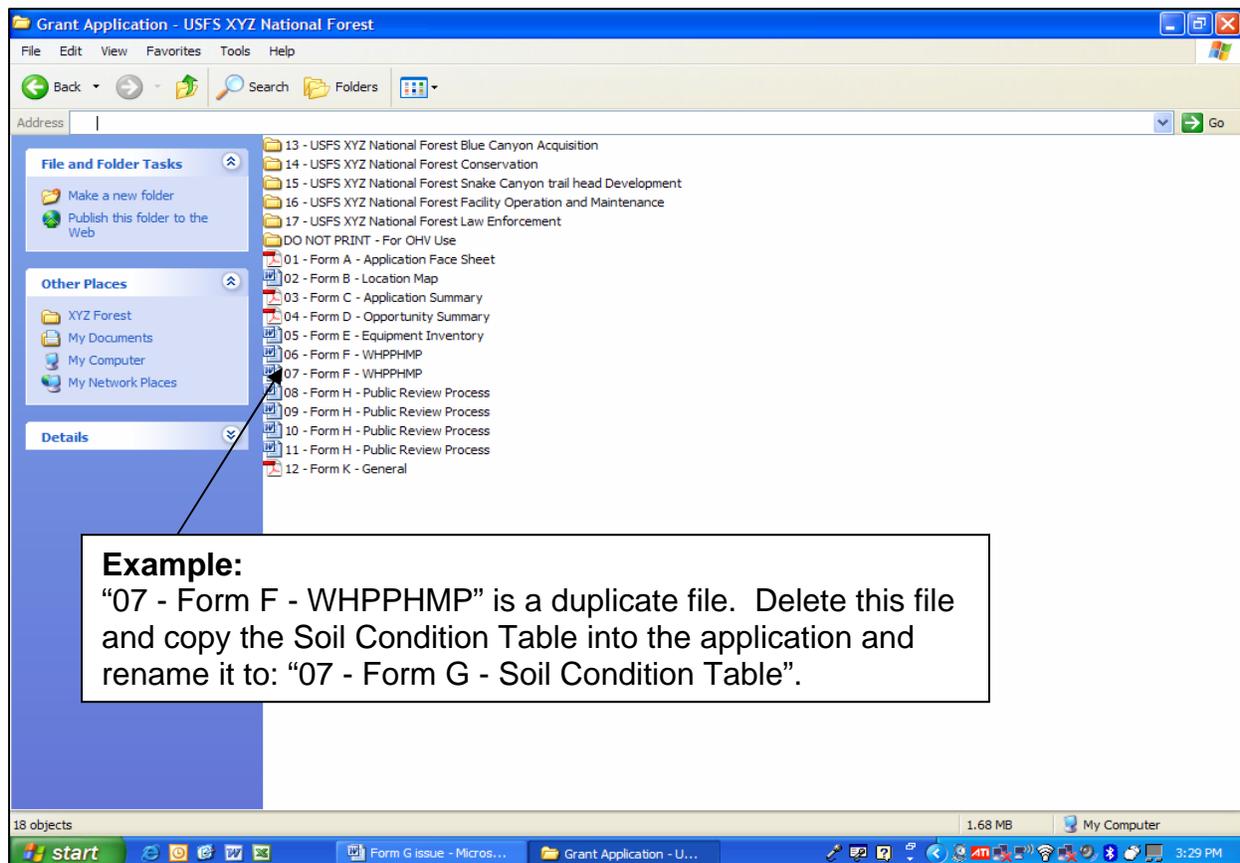
This update is only for those applications which require Soil Conservation Program documentation.

A problem has been discovered in the Grant Application Wizard after the Export Application process has been completed. Exporting the application results in a duplication of the WHPP/HMP (OHV Form F) and the Soil Condition Table (OHV Form G) not being exported.

To correct this problem, follow the steps below:

1. Open Windows Explorer.
2. Locate and open the Grant Application file that was exported.
3. Delete the second, duplicate WHPP/HMP (OHV Form F) listed (see Figure 1).
4. Browse to the location where the Soil Condition Table (OHV Form G) was completed and saved, and copy it into the Grant Application file.
5. Once the Soil Condition Table (OHV Form G) has been copied into the Grant Application folder rename the file with the naming convention format of the other forms (e.g., "07- Form G - Soil Condition Table") numbering the form sequentially.

Figure 1



Note:

The Soil Condition Table (OHV Form G) is only one component of the Soil Conservation Program. The other components of the Soil Conservation Program are still required. All components of the Soil Conservation Program are identified in the Grants Program Manual, Chapter 1 pages 32 and 33.

The requirement to attach additional Soil Conservation Program related documents was an oversight in the Grant Application Wizard. The Division is requesting Applicants to provide a hardcopy and an electronic file of the document(s). The electronic file(s) will have to be incorporated once the Grant Application Wizard exports the application. At that time, the Applicant should attach the electronic file(s) to the file the Grant Application created. Once all files are attached, the Applicant may proceed to burn the required CDs.

If you have any questions, please contact the OHMVR Division at 916-324-4442.