



STATE OF NEVADA
DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES
NEVADA DIVISION OF FORESTRY

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The Nevada Division of Forestry is accepting grant applications for the Federal Fiscal Year 2011 State Fire Assistance Program. Applications must be received by 5:00 pm, January 10, 2011.

The Nevada Division of Forestry is requesting applications for the 2011 Wildland Urban Interface grant program. Funding is available through the National Fire Plan distributed by the US Forest Service. The CFDA number for this program is 10.664. The Nevada State Fire Assistance program will award the available funds (estimated to be \$500,000) through a competitive grant program.

CRITERIA & INSTRUCTIONS:

Eligibility:

Grant funds can be used for costs associated with implementing on-the-ground hazardous fuels reduction projects, information and education relating to Wildland Urban Interface, and homeowner and community action projects. Priority will be given to those projects with a signed Community Wildfire Protection Plan (CWPP) that addresses the particular action being applied for. Projects must be implemented on state and/or private lands located in Nevada; projects on federal lands are not eligible.

Non-profit organizations, homeowner's associations, local fire departments and fire protection districts, fire safe council chapters, city, county, and state agencies, individual landowners, and organizations are eligible to apply for funding.

Maximum/Minimum:

There is no minimum. Maximum dollar amount available for each grant application is \$50,000.

Match:

A 2 to 1 match is required. This means that each allocated grant dollar must be matched 50% by the recipient using a **non-federal source**. This matching share can be soft match (which includes training hours valued at an accepted rate found at http://www.independentsector.org/programs/research/volunteer_time.html), donated labor/equipment, etc) and/or hard match (which is actual dollars spent other than federal grant funds within the specified scope of work.) **All match (soft or cash) must be accrued within the effective dates of the grant, anything prior to the start date or after the expiration date cannot be utilized.**

Purpose:

The purpose of this funding is to mitigate risk of Wildland fire in the Wildland Urban Interface areas. Grant projects should identify/assess risk; mitigate those risks and /or educate and inform communities about Wildland fire including defensible space. If the project does not reduce hazardous fuels, restore

fire-adapted ecosystems, improve prevention/education in the wildland urban interface, or address planning for such activities, it will not be scored by the review committee.

Timeline:

Funds will be available to successful applicants upon completion of the competitive process. Project start dates will vary depending upon the final signature (that of the State Forester) date on the Notice of Sub-Grant Award. Projects should be able to be completed within one year and may not start prior to the sub-grant being signed and approved.

Application Format:

Applications must be submitted on the approved application form, available on the Nevada Division of Forestry website at www.forestry.nv.gov. To receive an application by mail, contact the Nevada Division of Forestry at 775-684-2511.

The application is in adobe pdf format. It is fill in enabled in any form of Adobe Reader 5.0 or higher. If you do not have Adobe Reader, go to <http://www.adobe.com/products/acrobat/readstep2.html> and [download Reader 9.0](#). See below for detailed application instructions. Please fill out the application thoroughly and provide all information requested. Failure to do so may result in the rejection of the application.

Maximum Page Limit:

Applications should not exceed 8 pages, including a cover letter, the application and letters of commitment from identified partners (maps do not count toward the page limit). Please do not include master plans, meeting minutes, or other lengthy documents, these items will not be considered by the selection committee. Do not include more than three letters of support.

Reimbursement:

Sub-grantees will be paid on reimbursement basis. All incurred costs must be compliant with the approved budget in the Notice of sub-grant award, the original application and the scope of work. *Requests for Reimbursement* must be accompanied by copies of invoices, receipts, and proof of payment. Advance payments may be made available if necessary and approved prior to submission of the payment. They should not exceed the funding amount needed for a 30 day period. 25% of the total grant amount will be withheld until an NDF representative has verified the scope of work is complete, as agreed upon in the *Notice of Grant Award*.

Reporting Requirements:

A final report is due upon completion of the project. This report should include all measurable accomplishments as compared to the original application. If the target was not met, include an explanation of why. Before and after photos should also be included in the report.

EXAMPLES OF PROJECTS THAT QUALIFY (NOT ALL INCLUSIVE)

Reduce Hazardous Fuels/Restore Fire Adapted Ecosystems:

- Defensible space around homes and structures
- Fuel breaks
- Fuels reduction beyond defensible space
- Removal of slash including piling and burning; mulching; grinding; etc.
- Prescribed fire
- Thinning
- Maintenance of **non-federally funded** fuels projects (explain in application narrative)

Improve Prevention/Education in the Interface:

- Firewise or similar programs

- Living with Fire newspaper inserts
- Fire education components to Project Learning Tree
- Pamphlets, brochures, handouts

Planning:

- Creation of CWPP/or equivalent document
- Priority projects listed in existing CWPPs covering the above criteria

EXAMPLES OF PROJECTS THAT DO NOT QUALIFY(NOT ALL INCLUSIVE)

- **Maintenance on previous federally funded fuels projects**
- Preparedness and suppression capacity building; such as purchase of fire department equipment (try VFA, RFA, DHS and FEMA grant programs)
- Small business start-up funding
- Research and development projects (try Economic Action Program)
- GIS and database systems
- Construction/Infrastructure (building remodel, bridges, road construction, water development)

Application Instructions:

- 1) All blocks are fill-in enabled and character locked. Applicants must fit all information into the allotted box space. **Applications that have been modified for any reason will be considered ineligible by the review committee.**
- 2) Application guidelines by box number: (All boxes must be filled in on the application. If a box does not apply to your project fill in that space with NA.)
 - **Box 1 & 2-** Basic applicant and community at risk information.
 - **Box 3 & 4-** The totals in these boxes will add automatically when all data is entered into the fields. It is recommended you check all numbers add up correctly. See description of hard vs. soft match.
 - **Box 5-** Under the three Project Category fields fill in only if they apply to your project. If, for example, Planning is not a part of your project fill in NA.
 - **Box 6-** The project area description should give an overview of the project to point out the hazards and clearly show the need for work in this area. If applying for a fuels reduction project, describe the vegetation types.
 - **Box 7-** The scope of work should explain exactly how the grant dollars will be spent on this project. Unlike the overview, this will provide the specific details of the project using measurable units where applicable. Be concise, say exactly what will be done with grant funds not what you expect the reviewer wants to hear. Use this block to explain any budget detail that may stick out to the reviewer, i.e. large equipment purchases.
 - **Box 8-** Describe the contributions each partner will make to the project by stating the collaborating partners name and what they will be contributing to the project such as manpower, equipment, matching funds, etc. The questions for does this community have a plan and is this part of the plan are drop boxes so click in the field, scroll up and down arrows will appear. Scroll up or down until you find the answer you are looking for.
 - **Box 9-** Describe the landscape this project influences. Show how the project has or will have impact outside the immediate project area. For example, a project in a community may abut and compliment a Forest Service project on their land where they are creating a fuel break around your community defensible space project. Give specifics on how this project will tie into the larger picture of community protection. For information/education and or planning projects explain how your project compliments or enhances those by other agencies and/or ties

into a greater goal. Explain the who, what, when, where, why, and how of its anticipated impacts.

- **Box 10-** The **Project Timeline** should include such things as: begin/end dates, milestones, quarterly accomplishments, etc.

Maintenance should clearly describe the who, what, when, where and why of how this project will remain effective and be sustained over time. The four main points to be included for fuels projects are:

- 1) Environmental Factors: describe the maintenance requirements unique to this project based on site characteristics i.e., present and future vegetation occupying the site, growth rates, returned natural fire intervals or any other environmental factor that affects the continued maintenance of this project.
- 2) Education: describe how key players have been trained and educated to maintain the project and explain their understanding of the needs and expectations of the project's maintenance
- 3) Commitment: describe the commitment by the individual/community to maintain this project into the future, i.e. state laws, CWPP terms, signed landowner agreements or other documents or agreements that hold the sub-grantee accountable for project maintenance over time
- 4) Monitoring: describe who will be responsible for monitoring the project, what qualifications they have if they are not obvious (i.e. State Forestry personnel, Fire Safe Council member, Fire Department personnel, etc.), and at what intervals they will be checking (i.e. yearly, quarterly, etc); clearly describe timelines, milestones, and measurables

Sustainability should clearly describe how the project will be sustained over time.

- **Box 11-** Signature of requestor, title and date.

The scoring criteria that the committee will use to rank each application will be available on our website (www.forestry.nv.gov) for all applicants to review.

Application Deadline:

Application must be received by the State Office of the Nevada Division of Forestry at: 2478 Fairview Drive, Carson City, NV 89701, **no later than 5:00 pm January 10, 2011.**

All applications must contain an original signature. Faxed, electronic and incomplete applications will be rejected. Late applications will not be accepted.

For more information contact:

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