



## ACKNOWLEDGMENTS

Prior to developing your project proposal, carefully read the following. This form must be completed and signed by an authorized representative of the proposing entity and submitted with the project proposal. Initial each line indicating an understanding of terms and conditions associated with applying for grants administered by the Idaho Department of Lands (IDL). If there are any questions or concerns, please contact Tyre Holfeltz, Wildfire Risk Mitigation Program Manager, at [tholfeltz@idl.idaho.gov](mailto:tholfeltz@idl.idaho.gov).

\_\_\_\_\_  
Name of Proposing Organization

\_\_\_\_\_  
Name of Project [Year-Grant-Project Name]  
(Ex: FY22 HFR Lava Hot Springs Fuels Reduction)

The proposing organization understands and acknowledges the following terms and conditions:	
X_____	<b>Federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards:</b> As a grantee your organization will be subject to OMB guidance in 2 CFR Part 200 and 2 CFR Part 400. For more information, please refer to: <a href="https://www.whitehouse.gov/omb/">https://www.whitehouse.gov/omb/</a> and <a href="https://www.ecfr.gov">https://www.ecfr.gov</a>
X_____	The proposal grantee must have legal authority to receive a grant and enter into an award, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes having sufficient funds to pay the nonfederal share of project costs, where applicable.
X_____	<b>Reimbursement Basis Only:</b> All grant funding sought through the IDL, if awarded, is provided to organizations through a reimbursement basis only. Proposal grantees are required to pay vendors/contractors prior to seeking remuneration from the IDL. Reimbursement terms and conditions are outlined in a signed agreement between the IDL and the cooperator specifically addressing the allocation of costs and their allowability and reasonableness.
X_____	The proposal grantee must have financial systems, policies and procedures regarding proper accounting controls, recordkeeping, procurement, fraud prevention, and grants management in place (certification thereof will be required if awarded funding). Additionally, an Audit Status Certification form may be requested.
X_____	The proposal grantee must have a tax ID number and an active 9-digit Data Universal Numbering System (DUNS) number. This is required in order to receive funding.
X_____	The proposal grantee will be required, if awarded, to certify that it has not been debarred, is not using funding for lobbying or construction, and that it has a drug free workplace policy in place.



<input checked="" type="checkbox"/> _____	<p><b>Indirect Costs:</b> The following options will be made available to your organization if your project is chosen for funding. You are not required to elect an option at this time. However, understanding your options now will help inform a future decision if the project is awarded funding. If you elect to claim indirect funds, your award amount <u>will not be</u> increased by the amount of indirect claimed.</p> <ul style="list-style-type: none"> <li>▪ Option A: Your organization will not seek reimbursement of indirect costs for this grant project.</li> <li>▪ Option B: Your organization has a negotiated indirect cost rate agreement (NICRA) with a federal cognizant audit agency (a copy of the approved Indirect Cost Negotiation Agreement will need to be provided to the IDL).</li> <li>▪ Option C: Your organization will elect a 10% de minimis indirect cost rate of Modified Total Direct Costs (MTDC) on this grant as allowed under 2 CFR §200.414 (f).</li> <li>▪ Option D: Your organization may request to negotiate an indirect cost rate directly with IDL and will develop an indirect cost rate proposal for IDL consideration. Note that the indirect cost rate calculations and proposal must comply with the latest Office of Management and Budget (OMB) regulations and requirements.</li> </ul>
<input checked="" type="checkbox"/> _____ N/A for HFR Proposals	<p><b>Match Requirements:</b> The proposing organization will be required, as part of the project proposal budget, to identify a match amount of 10% of the total project amount cost when submitting a proposal for either the Western States Fire Managers (WSFM) or Landscape Scale Restoration (LSR) grants. Hazard Fuels Reduction (HFR) grants do not require match funds. <i>Example:</i>  <i>Total grant funds requested = \$240,000</i>  <i>Total required match to be provided by the proposing organization = min \$24,000</i></p> <p>Match activities are most often accomplished through landowner meeting participation and education, landowner defensible space work/firewood collection, and volunteer tree planting projects. However, this list is not all inclusive. For specific match activity related questions, please contact Tyre Holfeltz at <a href="mailto:tholfeltz@idl.idaho.gov">tholfeltz@idl.idaho.gov</a>.</p>
<input checked="" type="checkbox"/> _____	<p><b>Forest Practices Act Compliance:</b> All projects, if funded, will be required to follow the Idaho Forest Practices Act and associated administrative rules when implementing project related activities in forestlands. For further information, please visit <a href="https://www.idl.idaho.gov/forestry/forest-practices-act/">https://www.idl.idaho.gov/forestry/forest-practices-act/</a></p>

I hereby understand and acknowledge that the above terms and conditions are associated with the included project proposal and that our organization and project, if awarded funding, will be required to comply and respond accordingly.

\_\_\_\_\_  
 Clearly Print Name and Title

\_\_\_\_\_  
 Signature Date



## Grant Project—Budget Development Guidelines and Restrictions

EFFECTIVE JULY 2017

Applicants seeking grant funding from the Idaho Department of Lands (IDL) are required to submit a project budget prior to being awarded funding. The budget includes grant funded expenses and those necessary to meet the required match with IDL. To be reimbursed, all expenses must be allowable, allocable to specific project activities or costs, reasonable and necessary. Consult federal cost principles for additional requirements (<http://www.whitehouse.gov/omb> and <http://www.ecfr.gov>).

IDL will review your budget to determine whether proposed costs are allowable and reasonable. Estimated expenditure amounts should be comparable to or reflect regional market rates. When projects are evaluated and ranked, wise use of funds and anticipated return on investment in the form of meaningful, lasting, and measurable outcomes will be considered.

If the project is funded, IDL will enter into a binding Agreement (Memorandum of Understanding or Cooperative Agreement) with applicants. This agreement will dictate grant funding parameters— including those documented below, specify the project scope, budget, reimbursement process, and reporting requirements.

### REFER TO THE FOLLOWING WHEN DEVELOPING BUDGET DETAIL

<b>Contractor Expenses</b>	<i>Expenses incurred by grantee for work accomplished through contracts with other entities, usually specialized contractors or consultants (e.g., loggers, forester consultants, arborists, or irrigation installers)</i>
	<ul style="list-style-type: none"> <li>Contracts must be awarded/solicited on a competitive basis and in accordance with associated procurement rules, procedures and internal controls. Recipients will need to ascertain that contractors have not been debarred from receiving federal funding.</li> </ul>
<b>Flat Fee</b>	<i>A method of establishing/negotiating a “standard rate” for service, product or project scope item on a project</i>
	<ul style="list-style-type: none"> <li>The flat fee method for establishing project costs for grantee (e.g. for staff to administer the grant or to develop and conduct workshops) <i>will not be accepted</i></li> </ul>
<b>Hold-Back</b>	<i>The percent of the total awarded funding that is held back (retained) by IDL until the recipient fully and satisfactorily completes the project as stipulated in the Agreement. A holdback helps assure that all grant funds are not exhausted prior to completion of the project scope/deliverables.</i>
	<ul style="list-style-type: none"> <li>Up to 15% of grant funds may be held back by IDL. In practice, this would likely only impact the last (or last few) reimbursement requests.</li> <li>If the project is not completed satisfactorily, the held back funds may be permanently withheld</li> </ul>
<b>Ineligible Costs</b>	<i>Expenses or activities for which recipient cannot be reimbursed</i>
	<ul style="list-style-type: none"> <li><b>Equipment</b>—that costs \$5,000 or more and has a life expectancy of at least one year</li> <li><b>Other Activities</b>—Construction, research or activities on federal land</li> <li>Note: Activities ineligible for grant funds can be used as project leverage</li> </ul>
<b>Indirect Costs</b>	<i>Costs that benefit common activities and, therefore, cannot be readily assigned to a specific direct cost objective or project. Examples of such costs include: accounting personnel services performed within the recipient organization, use allowances on buildings and equipment, and the costs of operating and maintaining facilities.</i>
	<ul style="list-style-type: none"> <li>Indirect rate requests must not exceed your federal cognizant agency approved indirect rate. If applicant does not have such an approved rate, and they qualify per OMB Guidance 2 CFR Part 200, they can elect to charge a de minimis rate of 10% of <b>Modified Total Direct Costs (MTDC)</b> for indirect. (See §§200.68, 200.414 and associated appendices for details).             <ul style="list-style-type: none"> <li>MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel; and subawards and subcontracts up to the first \$25,000 of each subaward or subcontract (regardless of the period of performance of the subawards and subcontracts under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission scholarships and fellowships, participant support costs; and the portion of each subaward and subcontract in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.</li> </ul> </li> <li>Applicants without a cognizant agency approved direct rate can submit a proposal and negotiate a rate with IDL strictly for this project in accordance with the OMB regulations and requirements. Note such proposals and negotiations take time, and will likely delay the granting process.</li> <li>An applicant can choose to charge no indirect or a lower rate than allowed if you want more grant funds to be applied to on-the-ground costs or to the 10% required match.</li> <li>Note: recipient personnel working on specific grant tasks, like project management or oversight,</li> </ul>

	cannot be paid with indirect funds. Personnel, must positive time-record their activities and charge the grant for their time under personnel expenses and be reimbursed as direct project costs.
<b>Match</b>	<i>Project costs that will be paid for or provided in-kind by applicant and will not be reimbursed with grant funds. This includes in-kind or cash donations of/for services, equipment, products, etc. that assist in the completion of the recipient's funded project or directly contributes to its purpose.</i>
	<ul style="list-style-type: none"> <li>▪ A 10% match will be required and must be documented at time of reimbursement (i.e., 10% of the total amount reimbursed for the grant)</li> <li>▪ As IDL will not be using recipient match to meet their federal grant match requirement, match will not need to be tracked to auditable standards by recipient</li> <li>▪ Recipient match is preferred. However, if this is not possible, in-kind or cash contributions made by other entities can count toward the match, but must be tracked and reported by recipient.</li> </ul>
<b>Operating Expenses</b>	<i>Purchases of materials, goods/products or travel needed to accomplish the intent and purpose of the specific project. Examples include: supplies, tools, trees and related planting materials, irrigation parts, and equipment rental fees.</i>
	<ul style="list-style-type: none"> <li>▪ All operating expenses should be necessary and specific to this project</li> <li>▪ Ensure operating expenses are not already included or factored into the applicant's indirect cost rate. If certain expenses are customarily categorized as indirect expenses, they cannot be counted as operating expenses.</li> </ul>
<b>Payment of Grant Expenses</b>	<i>Recipients will need to request funds by submitting an IDL Reimbursement Request Form, progress narrative/report, invoices/receipts, copies of deliverables, and other supporting documentation as specified within the Agreement.</i>
	<ul style="list-style-type: none"> <li>▪ All payments are made on a <b>reimbursement basis only</b>. These are expenses incurred and paid for by recipient prior to payment by IDL.</li> <li>▪ Submission of progress/accomplishment reports will be required with reimbursement requests. Depending on the project, additional reports may be requested.</li> </ul>
<b>Personnel Expenses</b>	<i>Only actual costs for wages &amp; benefits for grant recipient staff time worked on this specific grant project can be reimbursed with grant funds</i>
	<ul style="list-style-type: none"> <li>▪ Grant recipients must provide the actual hours (not estimated or a calculated percentage) for each staff person's work on this project whose time will be reimbursed with grant dollars. (Institutions of Higher Learning must follow OMB rules specific to their type of entity for accounting of personnel time.)</li> <li>▪ Additionally, recipients will also need to maintain records that account for 100% of all time of staff being reimbursed, including time spent on activities not associated with this project. For example, work on other Federal grant activities, non-grant work, etc. These must be documented in personnel activity reports, or equivalent, and submitted by the individual staff person to your fiscal office at least monthly. Certification of recipient having such a policy will be required.</li> <li>▪ Staff time (costs), when used only as grant match, does not have to be tracked in the above way, since IDL is not using this match to meet federal match requirements</li> </ul>
<b>Program Income</b>	<i>Any income recipient derives from the project such as for the sale of product (timber, waste wood, chips etc.), registration fees, etc. must be itemized, reported and deducted from any reimbursement requests made to IDL.</i>
	<ul style="list-style-type: none"> <li>▪ Procedures to track all project expenses (grant funded and not) as well as the income received makes documenting and reporting at reimbursement time easier</li> </ul>
<b>Program/Project Management Costs</b>	<i>The cost to the grantee to administer, manage and oversee the project. This may include project oversight and management activities, as well as fiscal management components.</i>
	<ul style="list-style-type: none"> <li>▪ Identify costs in the Personnel Expenses category if provided by staff, or in the Contractor Expenses category if the services are contracted out <ul style="list-style-type: none"> <li>○ For personnel expenses, time sheet tracking by funding source, or equivalent, is required. If personnel do not positive time record then project management costs should be recorded as match</li> </ul> </li> <li>▪ Note: only paid personnel and contractor expenses which are directly attributed and tracked to the project can be reimbursed</li> </ul>
<b>Travel &amp; Related Expenses</b>	<i>Costs directly associated with the project and approved in advance by IDL for travel, lodging and meals</i>
	<ul style="list-style-type: none"> <li>▪ These costs cannot exceed Idaho State and/or federal rates. If costs will be higher, prior justification to and approval by IDL is required before such expenses are incurred &amp; allowed for reimbursement</li> </ul>

**Fiscal Year 2021**  
**Landscape Scale Restoration Program National Guidance**  
**Approved January 09, 2020**

**LSR Program Overview (history, purpose and authority)**

The Landscape Scale Restoration Program (LSR) is a USDA Forest Service State and Private Forestry (S&PF) competitive grant program that promotes collaborative, science-based restoration of priority forest landscapes and furthers priorities identified in State Forest Action Plans. It is a key contributor to delivering on the Secretary's Shared Stewardship vision. The delivery of S&PF Programs is most effective when available resources are focused on priority issues and landscapes and leverage public and private resources. Coordination will take place to identify other applicable resources for landscape scale restoration with the Natural Resources Conservation Service and other stakeholders through mechanisms such as the Joint Forestry Team and state coordinating committees.

Beginning in 2008, the Forest Service in partnership with State Foresters embarked on a new effort to take an all-lands approach to nationally significant resource challenges, identifying the highest priority landscapes and integrating S&PF program authorities to make a targeted and meaningful impact on the landscape. The approach was: 1.) Focused on addressing issues of national importance and sustaining a diverse range of public benefits from forests and trees, 2.) Prioritized by using the best available technology and information to assess forest conditions and trends at the global, national, and state level and identified the best opportunities for investment toward meaningful change, and 3.) Designed to achieve significant outcomes by emphasizing collaboration, innovative partnerships, and work at appropriate scales and by improving our ability to assess and demonstrate our impact on the ground. Resources were focused through a competitive process (titled "Redesign Competitive Process") administered through a joint effort between the Forest Service and regional state forestry organizations (Council of Western State Foresters, Northeast-Midwest State Foresters Alliance and Southern Group of State Foresters).

In 2014 Congress recognized LSR through annual appropriations - by including LSR as a budget line item in the fiscal year (FY) 2014 appropriations bill - and approved LSR as the funding mechanism for a competitive process focused on the priorities identified in State Forest Action Plans. A portion of LSR funds continues to be split among the three regional state forestry agencies and competed for via regional processes.

The 2018 Farm Bill amended the Cooperative Forestry Assistance Act (CFAA), directing the Forest Service, in consultation with State Foresters or appropriate state agencies, to establish a competitive grant program to provide financial and technical assistance to encourage collaborative, science-based restoration of priority forest landscapes. In response the Agency is implementing the changes identified in the CFAA through administrative changes. These changes build upon the foundation of the LSR program. The fiscal year (FY) 2020 grant cycle was considered a transition year for the program with full execution of the 2018 Farm Bill beginning with this FY2021 grant cycle.

**Important changes for FY 2021**

- Projects focus on nonindustrial private forest land<sup>1</sup> or state forest land<sup>2</sup> that is also rural.
- Rural means any area other than an urbanized area such as a city or town that has a population of greater than 50,000 inhabitants according to the latest census<sup>3</sup>.
- State and territorial forestry agencies or an equivalent state agency, units of local government, non-profit organizations (defined as a 501c3), universities and Tribes are eligible to submit applications. For-profit entities are not eligible to apply under this competition.
- Proposals must be based on a State Forest Action Plan or an equivalent restoration strategy.<sup>4</sup>

**Applicant Eligibility:**

**Who can apply:** State and territorial forestry agencies or an equivalent state agency, units of local government, Tribes, non-profit organizations (defined as a 501c3), and universities are eligible to submit applications. For-profit entities are not eligible to apply under this competition.

**How to apply:** State and territorial forestry agencies or an equivalent state agency, units of local government, non-profit organizations (defined as a 501c3), and universities may submit applications through the relevant regional competitive process managed by the Council of Western State Foresters, Northeast-Midwest State Foresters Alliance, and the Southern Group of State Foresters in collaboration with the Forest Service.

Tribes may submit applications through the appropriate Tribal official to the Forest Service Region where the project is located. The Forest Service Regions will advance the proposal to the project review team for consideration in the competitive process. If a Tribal project is selected for funding, the Forest Service Region will work directly with the Tribe on the grant award.

**Project Eligibility:**

- S&PF dollars will be spent on non-federal lands that are:
  - non-industrial private forest land that is rural; has existing tree cover or is suitable for growing trees; and is owned by any private individual, group, association, corporation, Indian tribe, or other private legal entity; and/or
  - State forest land that is rural; is under state or local governmental ownership and considered to be non-federal forest land.
- LSR projects are delivered utilizing specific authorities included in the [Cooperative Forestry Assistance Act of 1978](#) as amended. Allowable S&PF program authorities: Forest Stewardship, Rural Forestry Assistance, Urban and Community Forestry, Forest Health Protection, and

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<sup>1</sup> The term nonindustrial private forest land means land that (A) is rural, as determined by the Secretary; (B) has existing tree cover or is suitable for growing trees; and (C) is owned by any private individual, group, association, corporation, Indian Tribe, or other private legal entity. (2018 Farm Bill)

<sup>2</sup> The term State forest land means land that (A) is rural, as determined by the Secretary; and (B) is under State or local governmental ownership and considered to be non-Federal forest land. (2018 Farm Bill)

<sup>3</sup> U.S. Census. 2010. USA Census Populated Places Areas. [Online data: <https://usfs.maps.arcgis.com/home/item.html?id=4e75a4f7daaa4dfa8b9399ea74641895>; <https://www.census.gov/data/datasets/time-series/demo/popest/2010s-total-cities-and-towns.html>]

<sup>4</sup> A restoration strategy that is complete or substantially complete; is for a multiyear period; covers nonindustrial private forest land or state forest land; is accessible by wood-processing infrastructure; and is based on the best available science.

Community and Private Land Fire Assistance (State Fire Assistance). Ineligible authorities: Rural Volunteer Fire Department Assistance (Volunteer Fire Assistance), Forest Legacy, Community Forest and Open Space Conservation, and Federal Lands Forest Health Management.

- Federal funds require a 1:1 match from non-federal sources. Territorial, flag islands, and freely associated states must provide a 1:1 match on funds received in excess of \$200,000. Activities performed with match must meet the same requirements as the federal funds, e.g., match cannot be used for construction, research and other ineligible activities.
- Research is not eligible (federal funding or match) through this program.
- Construction is not an allowable cost (federal funding or match) and projects that involve requests for funds and/or provide match for construction of new buildings or roads are not eligible.
- Cash and in-kind contributions for project elements that do not fall within S&PF program authorities included in the LSR competitive allocation may not be used as match. Other “non-match” leveraged funds do not need to meet the same standards.
- Implementation can extend one-to-three years; however projects should be fully funded in year one.
- Proposals must advance priorities identified in a State Forest Action Plan or equivalent restoration strategy that;
  - is complete or substantially complete;
  - is for a multi-year period;
  - covers non-industrial private forest land or state forest land;
  - is accessible by wood processing infrastructure; and
  - is based on the best available science.

### **Project Development and Selection Process**

During project development, applicants are encouraged to seek guidance from the appropriate state entity and Forest Service region to ensure the project aligns with the program purpose, eligibility and CFAA criteria. Regional state forestry organizations may utilize informal and formal (e.g., abstracts submissions, pre-proposals, etc.) opportunities to review project proposals.

Regionally recommended projects are due to the Forest Service Washington Office Deputy Area Budget Coordinator Anne Buckelew ([anne.buckelew@usda.gov](mailto:anne.buckelew@usda.gov)). When the Forest Service receives its final appropriation from Congress, the Deputy Chief for S&PF will notify the corresponding Forest Service Regional Office regarding their final allocation for LSR projects.

### **LSR Competitive Criteria**

The competitive process is intended to support high impact projects that promote collaborative, science-based restoration of priority forest landscapes, leverage public and private resources and that further priorities identified in each State’s Forest Action Plan.

Successful projects are cross boundary and include a combination of land ownerships including tribal, state and local government, and private (e.g., multiple private landowners; private and state landowners; state and Federal landowners; state and local government; state and Tribal landowners,

etc.). Funds may not be used on federal land, however coordination with and proximity to landscape-scale projects on federal or state land is encouraged to achieve impact across ownerships.

LSR projects should be the appropriate scale to address the priorities identified for the landscape (e.g., water quality and watershed health improvement, wildfire risk reduction, fish and wildlife habitat improvement and forest health improvement) and to accomplish the desired outcomes identified for the landscape.

All proposals will address the following elements:

- i. Purpose Statement – Projects should effectively address the program’s purpose statement which is “to encourage collaborative, science-based restoration of priority forest landscapes”.
- ii. Project Scale –The project scale shall be a function of the most appropriate size associated with the ownerships, objectives and outcomes (including cross boundary goals) for the priority landscape. Projects should describe the project area, the land ownerships and specific areas targeted for treatment.
- iii. Partner engagement– Projects should identify partners that are actively engaged and add value towards project planning and implementation. Collaboration may be qualitative in nature, and the contribution of the partners may be more important than the number of partners involved in the projects. Financial contributions should be documented under leverage.
- iv. Objectives – Projects shall prioritize funding and other resources towards one or more of the resource objectives identified below; successful projects will, in many instances, address multiple objectives.
  - *Reduce the risk of uncharacteristic wildfires;*
  - *Improve fish and wildlife habitats, including for threatened and endangered species;*
  - *Maintain or improve water quality and watershed function;*
  - *Mitigate invasive species, insect infestation, and disease;*
  - *Improve important forest ecosystems;*
  - *Measure ecological and economic benefits including air quality and soil quality and productivity.*
- v. Measures and metrics – Projects will clearly describe how the selected objectives will lead to measurable outcomes on the landscape and how applicants will measure progress towards those outcomes. Proposals that clearly articulate the planned results of their effort and the metrics by which those results will be measured (e.g., acres treated to reduce hazardous fuels, acres treated for insects and disease, acres of trees and seedlings planted to enhance water quality) will be prioritized for funding. Proposed metrics should be specific, measurable, achievable, realistic, and timely.
- vi. Collaboration and integrated delivery – Projects should seek to improve the delivery of public benefits from forest management by coordinating with complementary state and federal



programs and partnership efforts when possible (e.g., Collaborative Forest Landscape Restoration Program, landscape areas designated for insect and disease treatments, Good Neighbor Authority, stewardship contracting projects, Natural Resources Conservation Service (NRCS) programs and appropriate state-level programs).

- vii. Leverage – Projects should maximize S&PF funding by using it to leverage contributions from both federal and non-federal entities. Projects that leverage funding from multiple entities will be given priority. Project applications should include a budget table that clearly identifies LSR requested funds and associated non-federal contributions from each partner and separately document non-match leveraged contributions. Successful applicants will be required to report information on match and non-match leverage each fiscal year.
- viii. Knowledge and technical transfer – Technical transfer is the sharing of knowledge, tools and innovations for practical application. Projects should describe how others will learn from project implementation including the project’s potential to inform practitioners and enhance the effectiveness of similar initiatives. Knowledge and technical transfer need not necessarily be between states, but should aim to share innovation across the landscapes of importance as relevant. While projects may include a component of outreach, education and training as a means to achieve the project goals, it should not be the sole outcome.

### **Reporting and Accountability**

All funded LSR grant recipients are required to provide annual accomplishment reporting through the Landscape Scale Restoration (LaSR) database in order to better track and communicate program outcomes. LSR accomplishments are also recorded spatially in LaSR by identifying discrete areas where on-the-ground implementation/activities occur during the life of the project. Grant recipients are responsible for assuring that all required reporting is complete, correct, and entered into LaSR by the date established by the Forest Service Region.

### **Grant Administration**

- LSR grant awards require a 1:1 match from the grant recipient or a 1:1 match on funds received in excess of \$200,000 for territorial, flag islands, and freely associated states. Cash and in-kind contributions from other federal sources may not be used as match.
- Modifications to competitively-awarded grants (whether the project is an individual grant or part of a consolidated payment grant) should be handled between the signatories of the grant (e.g., the State Forester and the relevant Forest Service Regional Office).
- For state forestry agencies, matching requirements for funds awarded through the competitive process may be met through consolidated payments.

**Geographic Region Requirements:** In order to ensure the LSR grant review process is transparent and fair, the geographic regions shall implement the following measures:

1. The LSR grant review teams will:
  - a. consist of an equal number of Forest Service and state representatives with diverse skills. Project review teams may engage additional federal, state or local governmental

- representatives during the review process to ensure teams have the appropriate composition and expertise needed to review the projects submitted.
- b. develop a process to ensure consistency in proposal evaluation,
  - c. identify rotation and duration of terms for team members,
  - d. address possible conflict of interest (such as having each state representative not score his/her own projects), and
  - e. ensure projects are consistent with S&PF authorities.
2. Issue a Request for Proposals (RFP) that includes:
    - a. an overview of the review process,
    - b. composition of the review team,
    - c. scoring guidance, which requires an explicit tie to State Forest Action Plan and/or restoration strategy identified priorities, focuses on outcomes as well as regional strategic objectives, and provides weights for each selection criteria.
    - d. For those geographic regions that require State Foresters to rank proposals submitted for their state, the RFP shall provide information explaining how the rankings will be applied during the competitive process.
  3. Each geographic region shall:
    - a. designate a point of contact to answer questions and concerns, as well as share and coordinate information to ensure consistency and clarity;
    - b. develop a process by which eligible applicants submit proposals to the program for equal consideration; and
    - c. provide access to relevant program and application resources including application deadlines, RFP, and final project lists via a publicly accessible website.
  4. The State Forester regional organizations shall coordinate when evaluating cross-regional project proposals and will determine which geographic region will review and score any such proposals. State Forester regional organizations shall collaborate during the respective evaluation process for multi-region proposals and work with the Forest Service Region to ensure cross-regional projects are able to be funded if selected.
  5. Multi-year projects should be fully funded in one year. If not possible, each subsequent phase of a proposed project will need to compete through the annual competitive process.



# FY 2021 Landscape Scale Restoration Competitive Process

## National Overview and Western Guidance

The Agriculture Improvement Act of 2018 (2018 Farm Bill) codified the Landscape Scale Restoration (LSR) competitive grant program. With that codification came several programmatic changes. Fiscal year (FY) 2020 was considered an interim implementation year with full changes to take effect in the FY 2021 process. Because the FY 2021 National Guidance is currently working through the formal approval process, which will include a public comment period, the FY 2021 guidance is considered ‘interim 2.0.’ All of the programmatic changes within the 2018 Farm Bill are incorporated into the FY 2021 National Guidance and Western Guidance. Additionally, consideration of the guidance as interim 2.0 acknowledges that some changes may still occur for FY 2022 following a public comment period. The Western Forestry Leadership Coalition (WFLC) is working closely with western states, the USDA Forest Service (USFS), and other newly eligible entities to ensure there is as much clarity, transparency, and provision of technical assistance as possible for navigating the modifications.

Final proposals for the LSR Competitive Process are to be submitted online. Applications will be submitted through state/island forestry agencies, which will put forth a maximum of five applications per state/Pacific Island for consideration by the multi-agency grant scoring panel. Tribal entities have the option of applying through the relevant state/island forestry agency or through the relevant USFS Regional Office. Each western State and Pacific Island Forester will receive an online application portal password from WFLC staff for FY 2021. WFLC staff will also work with USFS staff to facilitate submission of Tribal applications received through the online portal system. Proposals from previous years and the final submission grant portal are located at [www.forestrygrants.org/westernLSR](http://www.forestrygrants.org/westernLSR).

**Multi-State Proposals:** If an applicant is participating in submission of a proposal for a multi-state project, such that funds would go to entities/agencies in more than one state/island, state/islands should use the multi-state proposal on-line system to share, develop, and submit one proposal with multiple budgets. Non-state/island forestry agency entities should contact each state forestry agency to coordinate submission of a multi-state project. Tribal entities may opt to either work through the state/island forestry agencies or contact the relevant USFS Region(s) to coordinate multi-state projects as outlined in the instructions below.

All associated western LSR documents can be found by visiting:  
<https://www.thewflc.org/landscape-scale-restoration-competitive-grant-program/fy-2021-landscape-scale-restoration>

**For more information, please contact:**

Danielle Okst, CWSF/WFLC Associate Policy and Grants Director, 303.835.9911,  
[dokst@westernforesters.org](mailto:dokst@westernforesters.org)

## GENERAL PROJECT ELIGIBILITY AND SIDEBARS

- **Eligible Entities:** State and territorial forestry agencies (or an equivalent state agency), units of local government, Tribes, non-profit organizations (defined as a 501(c)(3)), and universities are eligible to receive LSR funding. For-profit entities are not eligible to apply under this competition.
- **Process:** Entities wishing to apply should contact their state or island forestry agency regarding submission of an LSR proposal. The state/island forestry agency will select the five most competitive applications to submit to the westwide competition via the online portal for FY 2021. The selection process may vary by state or island forestry agency. Only those proposals submitted to the grant portal will be considered final and undergo review by the multi-agency LSR grants review panel.
- Tribal entities may route their proposal through the state process outlined above, in which case the proposal would count towards the five applications per state cap along with all other applicants. Alternatively, Tribes may submit applications through the relevant Tribal or LSR official in the USFS Region where the Tribe and its project are located. The Forest Service Regions will advance final proposals and will work with WFLC staff to enter Tribal proposals into the grant application portal. Once submitted, Tribal projects will be scored with all other applications. However, applications routed through the USFS will not count towards the state cap of five and will instead be limited to two (2) Tribal applications per state. The submission state, for purposes of this limitation, will be determined by the location of the project or, in the case of a project spanning more than one state, the Tribe will work in consultation with the USFS Regional Office to determine the submission state. If a Tribal project is selected for funding through this process, the USFS Region will work directly with the Tribe on the grant award.
- **Caps and Maximum Funding Levels:** Each state is limited to submission of a final five (5) proposals into the system for consideration (this cap does not include the two additional USFS routed Tribal applications allowable per state). Each proposal is limited to a \$300,000 request. No state will receive more than 15% of the total funds available to the West. The 15% cap applies to the state as a geographic area and therefore applies to all projects therein in order to ensure funds have a chance to be equitably distributed across landscapes in the West. The 15% cap applies to the five (5) proposals routed through the state forestry agencies and the two (2) Tribal applications routed through a USFS Region.
  - As in past years, funding available to the West for FY 2021 is based on the final FY appropriation from Congress for the LSR program and the funding allocation to the Forest Service Regions from the Forest Service Washington Office. While funding may fluctuate from year to year, for planning purposes, the total funding for LSR projects for the West (including the Pacific Island sub-competition set aside of \$300,000 explained below) has been approximately \$4 million annually. The maximum that may be awarded to one state as a geographic area (five state forestry submitted and two USFS Tribal applications) is anticipated to be approximately \$600,000.
- **Multi-State Proposals:** Please see directions below on how to submit a multi-state proposal. A multi-state proposal will count toward each state's maximum submission of five, with each separate budget limited to a \$300,000 request. A multi-state proposal will be scored as a single application. The "lead" applicant is the state that begins the application and presses the "submit" button. There is no other distinction between lead and co-applicants(s). A state can alternately participate in a multi-state project and elect not to submit a multi-state proposal but rather to

submit individual state-by-state applications, each with unique narratives. Non-state/island entities that would like to apply for a multi-state project should indicate so in their proposals to the relevant state/island forestry agencies. All state/island forestry agencies where the project will take place should be contacted, and the non-state/island entity can coordinate a multi-state proposal as outlined above or elect to not submit a multi-state proposal and apply separately through each state. Tribes should use this process or alternatively contact the USFS Region(s) where the Tribe and the project are located.

- **Match Requirement:** The match must be met by eligible and allowable costs and is subject to match provisions in grant regulations (see [Federal Regulations Title 2 Part 200.306](#) and [Subpart E for Cost Principles](#)). Proposals from non-Pacific Islands require a 1:1 match from the state forestry agency (or an equivalent state agency), unit of local government, non-profit organization (defined as a 501(c)(3)), university, or Tribal grant recipient. For applications from Territory of Guam, Territory of American Samoa, Commonwealth of the Northern Mariana Islands, Republic of Palau, Republic of the Marshall Islands, or the Federated States of Micronesia, a 1:1 match on funds received in excess of \$200,000 is required.
  - **Match Waiver:** All non-PI proposals are required to provide a 1:1 match unless a match waiver is approved by the USFS. Proposals must state receipt of a match waiver from the USFS. Match waivers are decisions within the authority of the USFS Region awarding the grant.
- **Pacific Islands:** The WFLC has approved a sub-competition for the Western Pacific Islands. There is no difference in the application process. All applications use the same [www.forestrygrants.org](http://www.forestrygrants.org) web portal and have the same deadlines and guidance. Projects submitted by the Pacific Island agencies will be submitted and scored with all other applications. Successful Pacific Island projects of \$200,000 or less per project will be funded via set-aside funding up to a total project pool of \$300,000. This offers an opportunity for smaller projects from the Pacific Island applicants to compete for the set-aside. When/if those funds are exhausted, any remaining Pacific Island proposals will compete as normal with other submissions for funding. Any Pacific Island projects requesting funding greater than \$200,000 will not take part in the sub-competition and will instead compete and be funded within the Western LSR process. Any funding not used in the PI sub-competition will be returned to the regular Western LSR funding pool for use on other projects.
- **Eligible Costs:** Research activities cannot be paid for using LSR grant funds (i.e. via direct federal funding or in the form of match). Research involves testing a new theory or hypothesis, and the end product may be a new model that the researcher will be publishing. However, a research entity could be included as a partner, with their contribution included as non-match leverage. Any research items included in a project description MUST explicitly outline their funding source as being from non-federal funds. Projects that seek to use S&PF dollars to fund research will be excluded from selection consideration due to being ineligible.
- **Leverage:** Projects should maximize S&PF funding by using it to leverage contributions from both federal and non-federal entities. Projects that leverage funding from multiple entities will be given priority. Project applications should include a budget table that clearly identifies LSR requested funds and associated non-federal contributions from each partner and separately document non-match leveraged contributions. Successful applicants will be required to report information on match and non-match leverage each fiscal year.
- **Knowledge and Technical Transfer:** Technical transfer is the sharing of knowledge, tools, and innovations for practical application. Projects should describe how others will learn from project

implementation, including the project's potential to inform practitioners and enhance the effectiveness of similar initiatives. Knowledge and technical transfer need not necessarily be between different legal entities but should aim to share innovation across the landscapes of importance. While projects may include a component of outreach, education, and training as a means to achieve the project goals, these elements should not be the sole anticipated outcome.

- **Authorities:** LSR projects are delivered utilizing authorities in the [Cooperative Forestry Assistance Act of 1978](#) as amended. Allowable S&PF program authorities are: Forest Stewardship, Rural Forestry Assistance, Urban and Community Forestry, Forest Health Protection, and Community and Private Land Fire Assistance (State Fire Assistance). Ineligible authorities: Rural Volunteer Fire Department Assistance (Volunteer Fire Assistance), Forest Legacy, Community Forest and Open Space Conservation, and Federal Lands Forest Health Management.
- **Rural Requirement:** Projects must focus on on-the-ground outcomes on rural forest land, which is also considered nonindustrial private forest land or State forest land (see [FY 2021 National Guidance](#)). For the purposes of this program, rural (as defined by 7 USC 1991(a)(13) Consolidated Farm and Rural Development Act) means any area other than an urbanized area such as a city or town that has a population of greater than 50,000 inhabitants according to the latest census (2010 Census for FY2021). The term nonindustrial private forest land means land that is rural, that has existing tree cover or is suitable for growing trees, and is owned by any private individual, group, association, corporation, Indian Tribe, or other private legal entity. The term State forest land means land that is rural, and that is under state or local governmental ownership, and considered to be non-Federal forest land. Please refer to the [LSR Project Planning Tool Project Eligibility Tab](#) to confirm if a project's focus area conforms to the requirements of being rural per the definition above.
- **Collaboration:** Projects that include collaboration among multiple entities are encouraged within the criteria. Projects should identify partners that are actively engaged and add value towards project planning and implementation. Collaboration may be qualitative in nature and the contribution of the partners may be more important than the number of partners involved in the projects. Financial contributions should be documented under leverage. Note that while collaboration and coordination with USFS or other public land management agencies is encouraged, grant awards can only be used for work on non-federal land (non-federal land includes Tribal land).
- **Coordination and Cross-Boundary:** Projects should seek to improve the delivery of public benefits from forest management by coordinating with complementary state and federal programs and partnership efforts where possible. Successful projects will also be cross-boundary and include a combination of land ownerships. Cross-boundary may include any combination of ownerships including Tribal, state and local governments, and private entities. It does not require the inclusion of federal land, however coordination with and proximity to other landscape-scale projects on federal or state lands is encouraged to achieve impacts across ownership.
- **Implementation:** Projects can indicate a multi-year implementation timeframe, up to three (3) years. Funding, however, will be limited to delivery in the fiscal year of the application.
- **Landscape Objectives:** Successful projects will prioritize funding and other resources towards one or more landscape/resource objectives identified below, hereinafter referred to as "Landscape Objectives." Successful projects will, in many instances, address multiple objectives (see National Guidance and Section 8102(e) of the 2018 Farm Bill). Within the application, please describe all Landscape Objectives addressed by the project.

- Reduce the risk of uncharacteristic wildfires;
- Improve fish and wildlife habitats, including for threatened and endangered species;
- Maintain and improve water quality and watershed function;
- Mitigate invasive species, insect infestation, and disease;
- Improve important forest ecosystems;
- Measure ecological and economic benefits including air quality and soil quality and productivity.

## **NATIONAL OVERVIEW**

This document includes a summary of the National Guidance. It is NOT meant to substitute the National Guidance but rather serve as a supplement to guide the application process in the western U.S.. All applicants should also carefully review the National Guidance, which can be found at:

<https://www.thewflc.org/landscape-scale-restoration-competitive-grant-program/fy-2021-landscape-scale-restoration>

### ***Background of LSR:***

LSR replaces what was known as the Competitive Resource Allocation Process. Projects funded through LSR competitively allocated funds should focus on priority landscapes and the use of innovative cross-boundary approaches. “Cross-boundary” is defined broadly. Innovative projects should integrate S&PF programs and cross a combination of ownerships and management boundaries. “Cross-Boundary” does not require the inclusion of National Forest System (NFS) lands. In order to be consistent with S&PF authorities, if NFS lands are included in a landscape-level project, the state must ensure no S&PF LSR funds are spent on the NFS lands.

### ***Forest Actions Plans, Cross-Boundary, and Landscape Scale***

Projects must advance priorities identified in a State Forest Action Plan (or equivalent state-wide restoration strategy) that:

- is complete or substantially complete;
- is for a multi-year period;
- covers non-industrial private forest land or state forest land;
- is accessible by wood processing infrastructure; and
- is based on the best available science.

Proposals should clearly state the link to a State Forest Action Plan (or equivalent state-wide restoration strategy) and to the Landscape Objectives.

States may additionally use Forest Stewardship Priority Areas and other state or regional assessments and plans, including those completed by other agencies or partners, to help identify priority issues or landscapes. Projects are encouraged to coordinate with or be proximate to other landscape-scale projects on federal or state land to increase collaboration and overall impact.

### ***Multi-State Proposals***

Collaborative projects that focus on priority landscapes and crossboundaries, such as multi-state projects, are encouraged within the criteria. For application purposes, the multi-state checkbox should be checked only if the project involves applicants from more than one state AND applicants from more than one state are requesting direct funds. If a project includes collaboration among entities from one or more states, but funds are only being requested to flow to an entity/entities within a single state, then

that collaboration should be described in the narrative but the multi-state proposal checkbox should not be checked.

If applicants choose to submit a multi-state proposal, the multi-state proposal checkbox must be checked on the application. An “applicants” menu will then appear to add other participating states and contact information. The proposal will then also appear in the participating states’ list of proposals. It is the same proposal with only the funding request and budget being unique for each state’s application. The proposal will count toward each state’s maximum submission of five, with each separate budget limited to a \$300,000 request. The “lead” applicant is the state/island that begins the application and presses the “submit” button. There is no other distinction between lead and co-applicant(s). The proposal will be scored as a single application; however, if the project is recommended for funding, it would still be possible for one state/applicant to receive funds and another not, due to the 15% cap.

States/applicants can participate in a multi-state project and choose not to submit a multi-state proposal. In this case, an application can be submitted from each state separately.

A Tribal entity with a project spanning across states may pick a ‘lead state’ and submit a proposal according to the process outlined above, working through the state/island forestry agency. This would count against the five application cap for the lead state. A Tribe may also submit to several states, with separate budgets for each Tribal application in each state. The five application cap for each state would apply. If working through the USFS Region instead of the state/island agency, the Tribe(s) would work with the USFS Tribal Affairs/LSR representative to determine the most appropriate avenue for submission (whether through one or multiple states). In all of the above scenarios, the 15% cap per state would apply to selected proposals.

### ***Matching Requirements***

The LSR Competitive Process grant awards require a 1:1 match for all amounts from the non-Pacific Island grant recipients and a 1:1 match on funds received in excess of \$200,000 for territorial, flag islands, and freely associated states. A match waiver acquired from the USFS is the only exception to this requirement, and evidence of such exception must be provided in the application materials (i.e. a waiver must already have been approved prior to submission of an application in order for match requirements to be considered satisfactorily met in the west-wide multi-agency grant review process).

Matching requirements for dollars awarded through the competitive allocation process will be handled consistent with consolidated payment grants (CPG) methodology utilized with state/island forestry agencies. Cash and in-kind contributions for project elements that do not fall within S&PF program authorities may not be used as match. Other “non-match” leveraged funds do not need to meet the same standards (e.g., may include funds for construction, funds from other federal partners, research related funds).

Projects should maximize S&PF funding by using it to **leverage** contributions from both federal and non-federal entities. Projects that leverage funding from multiple entities will be given priority.

**Match** must be met by eligible and allowable costs and is subject to match provisions in grant regulations (see [Federal Regulations Title 2 Part 200.306](#) and [Subpart E for Cost Principles](#)).



Identifying sources of match and of non-match leverage is important in the reporting process for the use of these funds; information on these will be required each fiscal year by the USFS.

### ***Financial Requirements***

A non-state/island entity can receive funding through a state/island or directly. If an entity wishes to be directly granted funds, they will need to complete all USFS requirements and documentation to prove financial eligibility to receive federal funds directly. In these cases, entities must contact the relevant USFS Region prior to submission of their proposal to ensure they have completed and can demonstrate proof of completion of all financial eligibility requirements. Tribes may work through the states or may coordinate with the USFS Region where the project is located to determine the funding method.

### ***Multi-year projects***

Multi-year projects will be fully funded in a single year, the fiscal year of the project application. If it is not possible to undertake all work to achieve the goals of a project through a single LSR project application, each phase will need to compete as a new project application.

### ***Eligibility Requirements – S&PF Program Authorities***

Project proposals must meet the requirements of S&PF Program Authorities and Office of Management and Budget cost principles. We encourage collaboration between applicants and the USFS to avoid eligibility issues. Below are some common issues:

***Construction*** is not an allowable cost (grant or match) under current S&PF Program Authorities or cost principles. Projects that involve requests for funds and/or provide match for construction of new buildings or roads are not eligible. Construction activities completed by private companies and/or state agencies may apply as leverage (not S&PF component or match).

However, projects that involve restoration activities (e.g., stream bank stabilization, stream crossing enhancement, and fencing) with a direct benefit to the forest and/or wildlife habitat, and still meeting requirements, may be funded using LSR grant funds.

***Purchasing of land*** is not an allowable cost with grant funds or the use of partner purchase of land as match.

***Purchase of special purpose (technical) equipment*** greater than \$5,000 is allowable with prior approval by the awarding agency office (USFS Region). Please note this approval within the application. Verification of this approval will occur if the project is selected. Purchase of equipment less than \$5,000 is allowable without prior approval by the awarding agency office.

***Research activities*** are not allowable costs. Research involves testing a new theory or hypothesis, and the end product may be a new model that the researcher will be publishing. On the other hand, a research entity could be included as a partner, with their contribution included as non-match leverage. Any research items included in a project description **MUST** explicitly outline their funding source as being from non-federal funds. Projects that use S&PF dollars to fund research are considered ineligible.

### ***Reporting***

Once funded, all competitive projects will be required to provide data through the USFS State and Private Forestry's Landscape Scale Reporting (LaSR) system. Reports will be requested of the states/awarded entities by the USFS at the end of the fiscal year in which project funds were awarded, and at the end of each fiscal year through the end of the project. Please see National Guidance for further information.

### ***Modifications to Grants***

Modifications to competitively-awarded grants (whether the project is an individual grant or part of a CPG) is handled between the signatories of the grants (i.e., the respective applicant and USFS Regional Office). All efforts should be made to ensure substantive consistency with the initial application.

### ***Ranking and Recommendations***

The western interagency LSR grants review team will review and rank proposals. The list of ranked projects and recommendations will be approved by the Western Forestry Leadership Coalition members. Once approved, the ranked list is forwarded to the USFS Washington Office. When the western allocation is decided for that fiscal year, the ranked list will be reconciled with the actual funding total and notices will be sent from the USFS Washington Office to the State and Private Forestry Directors.

# PROJECT PROPOSAL CRITERIA

Please note for applications: The first time an acronym is used, write out the full name followed by the acronym in parentheses in capital letters. Later, use only the acronym.

All project proposals will be screened and evaluated based on the following:

## Screening Criteria

Meets all project eligibility requirements and sidebars (refer to ‘General Project Eligibility and Sidebars’ section) <sup>1</sup>	Yes = Eligible	No = Ineligible
Meets the 1:1 non-federal match requirement <sup>2</sup>	Yes = Eligible	No = Ineligible

## Evaluation Criteria<sup>3</sup>

	4-5 pts - High	3 pts – Medium	0-2 pts - Low
<p><b><i>Project Overview/Purpose Statement</i></b></p> <p><b><i>1,250 Characters</i></b></p> <p>Description includes:</p> <ul style="list-style-type: none"> <li>● location and importance of landscape;</li> <li>● landscape need;</li> <li>● high level overview of main goals, objectives, and deliverables;</li> <li>● collaboration, boundaries, jurisdictions;</li> <li>● amount of funds requested and total project value; and</li> <li>● relationship to Forest Action Plan (or equivalent state-wide restoration strategy) and Landscape Objectives.</li> </ul>	<p>Provides a succinct and relevant project overview/purpose statement; clearly communicates the value of the project.</p> <p>Description covers all description elements in the left column.</p>	<p>Summarizes the project but the value of the project is not clearly communicated.</p> <p>Includes some of the description elements required for a high score, but lacks others.</p>	<p>Does not effectively summarize the proposed project. Does not include many of the description elements required for a high score.</p>

<sup>1</sup> Prior to final submission into the forestrygrants.org portal on the submission confirmation screen, you will be asked to affirm all eligibility and other requirements have been met. Failure to select this affirmation or in any way not meeting the requirements laid out within the National Guidance and Western Guidance will result in a disqualification determination process. Applications deemed ineligible will be removed from the rankings prior to, during, or after the scoring process depending upon the time of this determination.

<sup>2</sup> The allocated grant amount must be matched in full and along program authorities by the recipient using non-federal funding sources, except as authorized for the Insular Areas in 48USC1469a and Amendment of Subsection (d) or in the case of acquiring a match waiver. Match waivers must be acquired from the USFS and specifically noted within the proposal. Matching requirements for dollars awarded through the competitive allocation process may be handled in a manner consistent with the mechanism utilized in consolidated payment grants.

<sup>3</sup> Only full point scores will be assigned; no zeroes will be assigned unless a field is left blank. The maximum total score any one application can receive is 100. Each LSR team reviewer will yield a ranked list of reviewed applications from 1 to x after scoring applications. The application rankings are averaged across the reviewers, with the highest average ranked applications receiving funding priority.

	<b>10-15 pts - High</b>	<b>4-9 pts – Medium</b>	<b>0-3 pts - Low</b>
<p><b><i>Context, Goals, and Objectives</i></b></p> <p><b><i>2,500 Characters</i></b></p> <p>Priority landscape is identified and an explanation is included that relays clearly how the project advances priorities within the state Forest Action Plan (or equivalent state-wide restoration strategy) and to the Landscape Objectives. The need for treatment of the landscape is clearly explained, and the goals of the project are clearly addressed and linked to the needs. Project objectives are clearly identified, developed, and linked to project goals.</p>	<p>Context clearly identifies priority landscapes and issues that are the focus of the project. Goals and objectives are explicitly explained and linked to state Forest Action Plan (or equivalent state-wide restoration strategy) priorities and to the Landscape Objectives. The need for treatment of the landscape is clearly explained, and the goals of the project are clearly addressed and linked to the needs. Project objectives are clearly identified, developed, and linked to project goals.</p>	<p>Project context, goals and objectives are present, but underdeveloped. The priority landscape and link to state Forest Action Plan (or equivalent state-wide restoration strategy) and to the Landscape Objectives are not adequately explained. The need for treatment of the landscape and the goals and objectives of the project are mentioned but underdeveloped.</p>	<p>Project context, goals, and objectives are unclear. The priority landscape and link to state Forest Action Plan (or equivalent state-wide restoration strategy) and to the Landscape Objectives are not explained. The need for treatment of the landscape and the goals and objectives of the project are absent.</p>

	<b>14-20 pts - High</b>	<b>6-13 pts – Medium</b>	<b>0-5 pts - Low</b>
<p><b><i>Proposed Activities and Budget</i></b></p> <p><b><i>3,000 characters</i></b></p> <p>Describes activities to be completed with grant funds and leveraged resources. Identifies project expenditures and links them to project goals, objectives, and activities. Match funds, their source, which goals they support and costs are detailed. The financial contributions of partners should be documented clearly under leverage. Projects that leverage funding from multiple entities will be given priority.</p> <p>Please note: Any research items included in a project description MUST explicitly outline their funding source as non-federal funds. Projects that use S&amp;PF dollars to fund research are considered ineligible.</p>	<p>Clearly describes with specificity, activities to be completed with grant funds and leveraged resources. All project expenditures are explicitly identified and linked to specific project goals, objectives, and activities. Match funds, their source, which goals they support, and specific costs are well detailed. The financial contributions of partners are documented clearly under leverage.</p>	<p>Describes project activities and how grant funds and leveraged resources will be used, but lacks detail and/or some resources included in the Project Budget are unaccounted for. Links to the stated goals and objectives may be weak or not fully described.</p>	<p>Insufficient detail is provided as to what work will be completed using grant funds and leveraged resources. Little or no link to the Project Budget or stated goals and objectives.</p>

	<b>10-15 pts - High</b>	<b>4-9 pts – Medium</b>	<b>0-3 pts - Low</b>
<p><b><i>Deliverables and Outcomes</i></b></p> <p><i>2,500 Characters</i></p> <p>Project deliverables and outcomes are indicated. Project outcomes link to the state Forest Action Plans (or equivalent state-wide restoration strategy) and to the Landscape Objectives. Projects will clearly describe how the selected objectives will lead to measurable outcomes on the landscape and how applicants will measure progress towards those outcomes. Proposals that clearly articulate the planned results of their effort and the metrics by which those results will be measured (e.g., acres treated to reduce hazardous fuels, acres treated for insects and disease, acres of trees and seedlings planted to enhance water quality) will be prioritized for funding. Proposed metrics should be specific, measurable, achievable, realistic, and timely.</p>	<p>Clearly lays out deliverables and outcomes and links them to achievement of state Forest Action Plan (or equivalent state-wide restoration strategy) priorities and to the Landscape Objectives. Provides clear measures of success that are specific, measurable, achievable, realistic, and timely.</p>	<p>Project deliverables are described, though how they will be measured and on what timeframe is unclear. Project outcomes are vague and the link to how they will support project goals and state Forest Action Plan (or equivalent state-wide restoration strategy) priorities and to the Landscape Objectives is present but underdeveloped.</p>	<p>Insufficient detail is provided as to what the project deliverables and outcomes are. Unclear or no measures of success or whether the stated goals can be achieved. No link is made to the state Forest Action Plan (or equivalent state-wide restoration strategy) or the Landscape Objectives.</p>
<p><b><i>Collaboration/Cross-Boundary</i></b></p> <p><i>2,500 Characters</i></p> <p>Proposal describes how the project is cross-boundary. Projects clearly identify partners that are actively engaged and add value towards project planning and implementation. Collaboration may be qualitative in nature, and the contribution of the partners may be more important than the number of partners involved in the projects. Demonstrates partnership, conveys that regular meetings/dialogue of partners will be convened, cultivates organization of partners/landowners around common goals/objectives, shares funding or resources, and generates commitment to working across boundaries for achievement of the project. Project proposal details prior collaborative work.</p>	<p>Project achieves all elements listed in the left hand column. Towards this end, it demonstrates use of coordination and partnerships with complementary state and federal programs to improve outcomes. Clearly describes how partners are committed and will add value during project development and implementation. Clearly details prior collaborative work. Collaboration will clearly result in a successful cross-boundary project. Clearly explain how multiple entities are included in the project. High scoring projects may also coordinate with or be proximate to other landscape-scale projects on federal or state land to increase collaboration and overall impact.</p>	<p>Collaboration with partners is identified but contribution to project or commitment to outcomes is limited. Discussion of how partners have been engaged is limited. Cross-boundary impacts are limited or unclear.</p>	<p>Very little or no collaboration appears to exist. The project does not appear to have a cross-boundary impact.</p>

	<b>7-10 pts - High</b>	<b>3-6 pts – Medium</b>	<b>0-2 pts - Low</b>
<p><b>Forest Action Plan Integration</b></p> <p><i>2,000 Characters</i></p> <p>Clearly describes how the need for the project is directly linked to the state Forest Action Plan (or equivalent state-wide restoration strategy) priorities. Explains that the landscape falls within a priority area identified in the state Forest Action Plan (or equivalent restoration strategies). Describes how project strategies align with strategies identified in state Forest Action Plan (or equivalent state-wide restoration strategy).</p>	<p>Clearly describes the need for the proposed project and relates it to one or more priority landscapes, issues, areas, or strategies identified in the state Forest Action Plan (or equivalent state-wide restoration strategy). May additionally use Forest Stewardship Priority Areas and other state or regional assessments and plans, including those completed by other agencies or partners to help strengthen the identification of priority issues or landscapes. Use of these other documents enhances the case for prioritization, but the linkage to the state Forest Action Plan (or equivalent state-wide restoration strategy) must still be clearly established.</p>	<p>Need for the project is apparent but underdeveloped and/or link to the state Forest Action Plan (or equivalent state-wide restoration strategy) is unclear. May include use of Forest Stewardship Priority Areas and other state or regional assessments and plans, including those completed by other agencies, but does not clearly link to Forest Action Plan (or equivalent state-wide restoration strategy).</p>	<p>Little to no information is provided as to why the project is a priority or how it relates to the state Forest Action Plan (or equivalent state-wide restoration strategy).</p>
	<b>7-10 pts - High</b>	<b>3-6 pts – Medium</b>	<b>0-2 pts - Low</b>
<p><b>Meaningful Scale/ Cross-Boundary</b></p> <p><i>2,000 Characters</i></p> <p>Scale (i.e. scope) of the project is a function of the most appropriate size associated with ownerships, objectives, and outcomes (including cross-boundary goals) for the priority landscape. Projects should describe the project area, the land ownerships and specific areas targeted for treatments. The scale is sufficient to address the identified relevant priority landscape and issues from the Forest Action Plan (or equivalent state-wide restoration strategy) and the Landscape Objectives being addressed by the project. Rationale for why the scope is meaningful is clearly articulated. Project may also coordinate with or be proximate to other landscape-scale projects on</p>	<p>Encompasses all elements detailed in the left hand column, including: scale (i.e. scope) of the project is clearly based on and is appropriate for the stated goals, objectives, and outcomes including cross-boundary goals. The scale is sufficient to address the identified relevant priority landscape and issues from the Forest Action Plan (or equivalent state-wide restoration strategy), as well the Landscape Objectives identified as being addressed. Rationale for why the scope is meaningful is clearly articulated. Project may also coordinate with or be proximate to other landscape-scale projects on federal or state land as a means of enhancing the scope of the project.</p>	<p>Scale (i.e. scope) of the project appears to be only partially appropriate for the stated goals, objectives, and outcomes, including cross-boundary goals. The scale may not be sufficient to address the identified relevant priority landscape and issues from the state Forest Action Plan (or equivalent state-wide restoration strategy).</p>	<p>Scale (i.e. scope) of the project is not appropriate for the stated goals, objectives, and outcomes, including cross-boundary goals. The scale will not address identified relevant priority landscape and issues from the state Forest Action Plan (or equivalent state-wide restoration strategy).</p>

federal or state land as a means of enhancing the scope of the project.			
	<b>7-10 pts - High</b>	<b>3-6 pts – Medium</b>	<b>0-2 pts - Low</b>
<p><b><i>Sustainability of Outcomes</i></b></p> <p><b><i>2,000 Characters</i></b></p> <p>Technical transfer is the sharing of knowledge, tools and innovations for practical application. Projects should describe how others will learn from project implementation including the project’s potential to inform practitioners and enhance the effectiveness of similar initiatives. Knowledge and technical transfer need not necessarily be between states, but should aim to share innovation across the landscapes of importance as relevant.</p> <p>Provides rationale for why dollars invested will sustain project outcomes into the future beyond project end date. Replicability to increase future impact is clearly outlined. Explains how development and/or strengthening of partnerships will also be a means of supporting project outcomes beyond the project end date.</p> <p>Please note: While projects may include a component of outreach, education, and training as a means to achieve the project goals, it should not be the sole outcome.</p>	<p>Project addresses elements in left column and describes how the project results in skills and enhanced capabilities that extend beyond the life of the project. Project displays how this investment will lead to a specific, quantifiable, cost effective, replicable benefit that addresses the priority landscape and issues from the Forest Action Plan (or equivalent statewide restoration strategy), as well as the Landscape Objectives. Project results in resource sharing and cross-boundary/jurisdictional agreements that extend beyond the project period. Project clearly describes how others will learn from project implementation including the project’s potential to inform practitioners and enhance the effectiveness of similar initiatives.</p>	<p>Description of how the project may result in skills, enhanced capability beyond the life of the project is limited or unclear. Explanation of how the project could or will be replicated is underdeveloped. Minimal explanation of resource sharing, agreements, or other partnership strengthening extending beyond the project period. Does not effectively describe technical transfer.</p>	<p>Description does not address how the project will create any lasting skills and capability. How the project would be replicated is not clearly indicated. No explanation of resource sharing, agreements, or strengthened partnerships exists. No technical transfer described.</p>

<b>FY 2022 Landscape Scale Restoration Competitive Program Project Proposal</b>	<b>Administrative use only</b>	
	Keyword:	
	<i>Below Fields are Automatically Populated</i>	
	Funds Requested:	
	Match:	
	Total Project Funding:	

<b>1</b>	<b>Applicant Information</b>					
	Organization:					
	Contact Person:					
	Address:					
	City:		State:		Zip:	
	Phone:		Email:			

<b>2</b>	<b>Project Information</b>			
	Descriptive Title of Project:			
	<b>Partnering Agencies and/or Organizations:</b>			
	Please add names of partner agencies/organizations using single line/bullet style format.			
	Project Duration:	One Year	Two Year	Three Year
<b>Is this a Multi-state project?</b> <i>Check "yes" if you want to submit the same proposal with multiple state budget requests. If yes, use the Applicants menu item to add other states/islands. This allows you to work on the same proposal with each applicant requesting funds.</i>			Yes	No



<b>2</b>	<b>GIS Coordinates</b> (PICK ONE: approx. project center or project area (polygon))	
	<b>Ref. Point Name:</b>	
	<b>Lat/Long (xx.xxxxxx, -xx.xxxxxx):</b>	
	<b>Description:</b>	Approximate center of project area
	<b>Area Name:</b>	
	<b>Boundary Lat/Long Corners (minimum of 3 Lat/Long (xx.xxxxxx, -xx.xxxxxx)):</b>	
<b>Description:</b>		

<b>Project Overview/Purpose Statement – 5 pts 1250 Characters including spaces:</b>	
<p><i>(Provides a succinct and relevant project overview/purpose statement; clearly communicates the value of the project. Description covers all description elements. Prior to addressing the description elements below, please confirm the following eligibility requirements by stating it at the beginning of the 'Project Overview': 1. This project does not seek to utilize federal funds or match for the purpose of conducting research. 2. This project meets the rural requirement as defined within the FY 2021 National and Western Guidance. Description includes: - location and importance of landscape; -landscape need; -high level overview of main goals, objectives, and deliverables; -collaboration, boundaries, jurisdictions; -amount of funds requested and total project value; and -relationship to Forest Action Plan (or equivalent state-wide restoration strategy) and Landscape Objectives.)</i></p>	

**Context, Goals, & Objectives – 15 pts 2500 Characters including spaces:**

*(Context clearly identifies priority landscapes and issues that are the focus of the project. Goals and objectives are explicitly explained and linked to state Forest Action Plan (or equivalent state-wide restoration strategy) priorities and to the Landscape Objectives. The priority landscape is identified, and an explanation is included that relays clearly how the project advances priorities within the state Forest Action Plan (or equivalent state-wide restoration strategy) and to the landscape objectives. The need for treatment of the landscape is clearly explained and the goals of the project are clearly addressed and linked to the needs. Project objectives are clearly identified, developed, and linked to the project goals.)*

**Proposed Activities – 20 pts 3000 Characters including spaces:**

*(Clearly describes with specificity, activities to be completed with grant funds and leveraged resources. All project expenditures are explicitly identified and linked to specific project goals, objectives, and activities. Match funds, their source, which goals they support, and specific costs are well detailed. The financial contributions of partners are documented clearly under leverage. Projects that leverage funding from multiple entities will be given priority. Please note: Any research items included in a project description MUST explicitly outline their funding source as non-federal funds. Projects that use State & Private Forestry dollars to fund research are considered ineligible.)*

Project Budget						
		Leverage <sup>1</sup>				
	Grant	Match		Non-Match	Source	TOTAL
	Funds requested	Applicant	Non-federal contributors	Applicant, non-federal, and/or federal	3 <sup>rd</sup> Party Contributor/s	Total project cost
<b>Personnel / Labor:</b>						
<b>Fringe Benefits:</b>						
<b>Travel:</b>						
<b>Equipment:</b>						
<b>Supplies:</b>						
<b>Contractual:</b>						
<b>Construction:</b>						
<b>Consolidated<sup>2</sup>:</b>						
<b>Other:</b>						
<b>Indirect Costs<sup>3</sup>:</b>						
<b>TOTAL:</b>						

<sup>1</sup> Leverage includes all three categories: match, non-match, and source. Funds qualifying as “match” must meet the same program requirements as grant funds (e.g., program authorities, non-federal sources). Other “non-match” leveraged funds do not need to meet the same standards (e.g., may include funds for construction, funds from other federal partners). Partnership with other USFS programs outside of State & Private Forestry, as well as other federal and state programs is encouraged.

<sup>2</sup> If any part of your match requirement is being covered through a consolidated payment grant (i.e. state spending of non-federal funds on activities that meet S&PF program authorities but are not tied to this proposal), please place it here.

<sup>3</sup> Indirect costs must be tied to an established rate. Waived indirect costs are an acceptable source of match.

**Deliverables & Outcomes – 15 pts 2500 Characters including spaces:**

*(Project deliverables and outcomes are clearly indicated. Project outcomes link to the state Forest Action Plan (or equivalent state-wide restoration strategy) priorities, and to the Landscape Objectives. Proposal clearly articulates the planned results of the efforts and the metrics by which the results will be measured. (e.g. acres treated to reduce hazardous fuels, acres treated for insects and disease, acres of trees and seedlings planted to enhance water quality). Provides clear measures of success that are specific, measurable, achievable, realistic, and timely.)*

**Collaboration/Cross Boundary – 15 pts 2500 Characters including spaces:**

*(Proposal describes how the project is cross boundary. Project clearly identifies partners that are actively engaged and add value towards project planning and implementation. Collaboration may be qualitative in nature, and the contributions of the partners may be more important than the number of partners involved in the project. Demonstrates partnership, conveys that regular meetings/dialogue of partners will be convened, cultivates organization of partners/landowners around common goals/objectives, shares funding or resources, and generates commitment to working across boundaries for achievement of the project. Project proposal details prior collaborative work. Towards this end, it demonstrates use of coordination and partnerships with complementary state and federal programs to improve outcomes. Clearly describes how partners are committed and will add value during project development and implementation. Clearly details prior collaborative work. Collaboration will clearly result in a successful cross boundary project. Clearly explain how multiple entities are included in the project. High scoring projects may also coordinate with or be proximate to other landscape scale projects on federal or state land to increase collaboration and overall impact.)*

**Forest Action Plan Integration – 10 pts 2000 Characters including spaces:**

*(Clearly describes how need for the project is directly linked to the state Forest Action Plan (or equivalent state-wide restoration strategy) priorities. Explains that the landscape falls within a priority area identified in the state Forest Action Plan (or equivalent state-wide restoration strategy). Describes how project strategies align with strategies identified in state Forest Action Plan. (or equivalent state-wide restoration strategy). Clearly describes the need for the proposed project and relates it to one or more priority landscapes, issues, areas, or strategies identified in the state Forest Action Plan (or equivalent state-wide restoration strategy). May additionally use Forest Stewardship Priority Areas and other state or regional assessments and plans, including those completed by other agencies or partners to help strengthen the identification of priority issues or landscapes. Use of these other documents enhances the case for prioritization, but the linkage to the Forest Action Plan (or equivalent state-wide restoration strategy) must still be clearly established.)*

**Meaningful Scale/Cross Boundary – 10 pts 2000 Characters including spaces:**

*(Scale (i.e. scope) of the project is a function of the most appropriate size associated with ownerships, objectives, and outcomes (including cross boundary goals) for the priority landscape. Project clearly describes the project area, the landownerships and specific areas targeted for treatments. The scale is sufficient to address the priority landscape and issues from the Forest Action Plan (or equivalent state-wide restoration strategy) and the Landscape Objectives. Rationale for why the scope is meaningful is clearly articulated. Project may also coordinate with or be proximate to other landscape scale projects on federal or state land as a means of enhancing the scope of the project.)*



**Sustainability of Outcomes – 10 pts 2000 Characters including spaces:**

*(Technical transfer is the sharing of knowledge, tools and innovations for practical application. Project clearly describes how others will learn from project implementation including the project’s potential to inform practitioners and enhance the effectiveness of similar initiatives. Knowledge and technical transfer need not necessarily be between states but should aim to share innovation across the landscapes of importance as relevant. Provides rationale for why dollars invested will sustain project outcomes into the future beyond project end date. Replicability to increase future impact is clearly outlined. Explains how development and/or strengthening of partnerships will also be a means of supporting project outcomes beyond the project end date. Project displays how the investment will lead to a specific, quantifiable, cost effective, replicable benefit that addresses the priority landscape and issues from the Forest Action Plan (or equivalent statewide restoration strategy), as well as the Landscape Objectives. Project results in resource sharing and cross-boundary/jurisdictional agreements that extend beyond the project period. Project clearly describes how others will learn from project implementation including the project’s potential to inform practitioners and enhance the effectiveness of similar initiatives.)*