



## IDL FUNDING ACKNOWLEDGMENT FORM

**Carefully read the following in its entirety.** This form must be completed and signed by an authorized representative of the entity seeking funding. If there are any questions or concerns, please contact the Idaho Department of Lands (IDL) designated program representative.

**Name of Entity Seeking Funding**

**Name of Project [Year-Grant-Project Name]**  
(Ex: FYXX HFR Lava Hot Springs Fuels Reduction)

**Please read the following carefully. By signing below, the proposing entity acknowledges and understands the terms and conditions for receiving funding.**

**Federal Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards:**

Grantee will be subject to OMB guidance in 2 CFR Part 200 and 2 CFR Part 400. For more information, please refer to:

<https://www.whitehouse.gov/omb/> and <https://www.ecfr.gov>

Grantee must have legal authority to receive grant funding 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.

**Reimbursement Basis Only:**

All funding sought through the IDL, if awarded, is provided to grantees on a reimbursement basis only. 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 grantee specifically addressing the allocation of costs and their allowability and reasonableness.

Grantee must have financial systems, policies and procedures regarding proper accounting controls, recordkeeping, procurement, fraud prevention, and financial management in place (self-certification thereof will be required if awarded funding). Additionally, an audit status certification (or similar) form may be requested.

Grantee must have a tax ID number and an active Unique Entity Identifier (UEI) which replaced the 9-digit Data Universal Numbering System (DUNS) number in April 2022. This is required in order to receive funding.

Grantee will be required, if awarded funding, 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.

**Match Requirements:**

Grantee will be required, unless there is a funding source exemption, to provide a minimum match amount of 10% of total project costs and identify it within the proposal.

*Example:*

*Total grant funds requested = \$240,000*

*Total required match to be provided by the proposing organization = min \$24,000*

Grantee will need to reference its IDL award agreement for specific requirements.

**Indirect Costs:**

The funding recipient will be able to choose from the options below. 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 will not be increased by the amount of indirect claimed.

- Option A: Will not seek reimbursement of indirect costs for this project.
- Option B: Utilize its 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).
- Option C: Will elect a 10% de minimis indirect cost rate of Modified Total Direct Costs (MTDC) on this funding as allowed under 2 CFR §200.414 (f).
- Option D: Request to negotiate an indirect cost rate directly with the IDL and will develop an indirect cost rate proposal for the IDL's consideration. Note that the indirect cost rate calculations and proposal must comply with the latest Office of Management and Budget (OMB) regulations and requirements.

**Forest Practices Act Compliance:**

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: <https://www.idl.idaho.gov/forestry/forest-practices-act/>

**Urban/Community Forestry Standards:**

Funded projects will comply with the current versions of the American National Standards (ANSI) regarding the purchase of trees/seedling nursery stock, and tree care operations and safety in planting/maintenance of landscape trees (ANSI Z60.1, ANSI Z133.1, & A300). Additionally, any person or company contracted to perform work under the project is required to have on staff, an International Society of Arboriculture Certified Arborist who will directly supervise the work. Under no circumstances will funds be used to top, head, or stub any public tree.

Grantee will need to reference its IDL award agreement for applicability and specific requirements.

I hereby understand and acknowledge that the above terms and conditions are associated with this funding request and if awarded, the entity I represent as a grantee, will be required to comply, and respond accordingly.

X  
Clearly Print Name and Title

X  
Signature Date

## Grant Project—Budget Development Guidelines and Restrictions

**EFFECTIVE NOVEMBER 2022**

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>	<p><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></p> <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>	<p><i>A method of establishing/negotiating a “standard rate” for service, product or project scope item on a project</i></p> <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>	<p><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></p> <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>	<p><i>Expenses or activities for which recipient cannot be reimbursed</i></p> <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>	<p><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></p> <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 §§200.1, 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>	<p><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></p> <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>	<p><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></p> <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>	<p><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></p> <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>	<p><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></p> <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>	<p><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></p> <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>	<p><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></p> <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>	<p><i>Costs directly associated with the project and approved in advance by IDL for travel, lodging and meals</i></p> <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>



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## Eastern Region State, Private, and Tribal Forestry Fiscal Year (FY) 2026 Landscape Scale Restoration Competitive Process Request for Applications Instructions

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*Disclaimer: The Federal Government's obligation under this program is contingent upon the availability of funds.*

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### Submission Dates

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- **March 8, 2025:** Submit a draft of your project narrative and budget spreadsheet to the IDL Grant Coordinator: Isabella Pritchard, [ipritchard@idl.idaho.gov](mailto:ipritchard@idl.idaho.gov). Reach out to Isabella as early as feasible.

### Purpose of the Landscape Scale Restoration Competitive Process

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The State, Private, and Tribal Forestry (SPTF) Landscape Scale Restoration (LSR) Program purpose is: “To encourage collaborative, science-based restoration of priority forest landscapes.”<sup>1</sup> As noted in the [Landscape Scale Restoration Manual \(FSM 3800\)](#), this competitive grant program supports “high impact projects that lead to measurable outcomes on the landscape, leverage public and private resources, and further priorities identified in each [State Forest Action Plan](#) or equivalent restoration strategy.”<sup>2</sup> The project scale must be the most appropriate size based on the land ownerships and desired outcomes for the landscape, and may include single, multistate, or cross-regional projects.

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<sup>1</sup> The LSR program is authorized by the [Cooperative Forestry Assistance Act](#).

<sup>2</sup> The Forest Service Manual (FSM) 3800 for Landscape Scale Restoration provides national program requirements.

## Key Points

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- **Who Can Apply:** State forestry or equivalent State agencies, units of local government, [federally recognized Tribes](#) and Tribal organizations, nonprofit organizations, and universities are eligible to submit applications. For-profit entities are not eligible.
- **State Forester Sponsorship:** All applications, except those submitted by federally recognized Tribes, must have a State Forester sponsor. Each State Forester may sponsor no more than 5 applications (single, multistate, or cross-regional); however, applications with 11 or more State Forester sponsors and applications submitted by Tribes do not count against this limit of 5 applications per State.
- **On-the-Ground Outcomes on Rural Lands:** Projects must achieve on-the-ground outcomes on rural, nonindustrial private forest land and/or rural Tribal, State, or local government forest land.<sup>3</sup> For the purposes of this program, “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. Use the [LSR Project Planning Tools: Project Eligibility Tool](#) to confirm if a city or town is rural according to this definition. “On-the-ground” outcomes for LSR are defined by the [national quantitative accomplishment measures](#). All LSR projects must accomplish at least one of those measures.
- **State Forest Action Plans:** Projects must further the priorities, e.g., goal, strategy, and/or priority landscape, in the 2020 State Forest Action Plan (2017 for Vermont) or equivalent restoration strategy.
- **Benefit to Disadvantaged Communities/People:** Engagement with and/or benefit to Tribes and disadvantaged communities/people is encouraged. See the [Criteria section](#) for more information.
- **Minimum and Maximum Funding Levels:**
  - The minimum Federal funding per project is \$25,000.
  - The maximum amount of Federal funding awarded to any one State (State cap) or Tribe via this competitive process is 15 percent of the total available. As in past years, for FY 2026, funds available to the Eastern Region are based on the final fiscal year appropriation from Congress for the LSR Program and the funding allocation to the Eastern Region.
  - The maximum Federal funding for a multistate or cross-regional project is \$600,000.
- **Required Match of 1 to 1:** 1 to 1 match (cash and/or in-kind contributions) must be derived entirely from non-Federal sources. Match must be eligible and allowable and is subject to match provisions in grant regulations ([Code of Federal Regulations Title 2 Part 200.306](#) and [Subpart E for Cost Principles](#)). Match must meet all the same requirements as the Federal share and be documented sufficiently to support financial tracking and accountability. See the [Matching Funds document](#) for more guidance.
- **Lead Agency or Organization:** All applications must identify the lead agency or organization that will have primary responsibility for coordinating project work and reporting. The lead agency may pass funds to other partners performing work as relevant (this is preferred when funding will go to multiple agencies/ organizations). If funds will go directly from the Forest Service to multiple agencies (not passed through by the lead): The lead agency must submit a preliminary SF-424 and SF-424A that includes all Federal funds requested and matching contributions (for the whole project) and lists each partner in a separate column in the budget spreadsheet. A budget spreadsheet template is available in the grants.gov opportunity, Related Documents tab. If the project is selected for funding, at that time each direct recipient will submit a new SF-424, SF-424A, and narrative for their portion of the project. All direct funds recipients are responsible for fiscal and performance reporting.

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<sup>3</sup> Federal funding and 1 to 1 match will be spent on non-Federal lands that are:

- Nonindustrial 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, or other private legal entity, or an Indian Tribe; and/or
- State forest land that is rural, under State or local governmental ownership, and considered to be non-Federal forest land.



- **Grant Application Resources and Support:**

- [Appendix I](#) has instructions for submitting your application through Grants.gov.
- The [R9 Grants Administration and Management web page](#) has three videos: (1) applying for Federal awards, (2) how to fill out the SF-424 form, and (3) how to fill out the SF-424A form.
- Reference the [LSR Application Requirements Checklist in Appendix III](#).
- For questions related to Grants.gov accounts, access, or issues, contact Grants.gov support: 800-518-4726 or by email at [support@grants.gov](mailto:support@grants.gov).

- **Grant Timeframes:** Projects will be fully funded to the extent possible once the final Eastern Region SPTF FY 2026 budget is received (ranging from April to July in past years). Projects should be completed within 3 years, i.e., FY 2026 projects awarded in spring or summer of 2026 would be completed by September 30, 2028.

- **For Multistate and Cross-Regional Projects:** Collaborative projects that involve multiple partners must include letters of sponsorship from each fiscal partner and all affected State Foresters. Multistate projects remain eligible for funding unless all cooperating States would exceed their individual caps, i.e., the 15 percent State caps for some States can be exceeded in a multistate project if at least one partner State would not exceed its individual cap. This provision removes a previous disincentive to pursue multistate projects.

Maximum Federal funding for a multistate or cross-regional project is \$600,000. Multistate project applications must clearly delineate each State's share in the budget spreadsheet or Project Description (the allocation against each State funding cap need not directly link to contributions by partners).

For cross-regional projects, the relevant Forest Service Regions and Regional State Forester Organizations will coordinate to determine which will review and score the application.

- **Information for Tribes:** <sup>4</sup>

- Tribal land and Tribal trust land held both by Tribes and individuals is eligible for LSR. Note: Work on Tribal fee lands still must adhere to all applicable State laws.
- Federally recognized Tribes and Tribal organizations as defined in the Indian Self-Determination and Education Assistance Act (25 USC 5304) are eligible to submit applications. Tribal organizations require a letter of support from a federally recognized Tribe.
- There is a separate national LSR Request for Proposals for federally recognized Tribes and Tribal organizations. Information for this Request for Proposals will be posted on the [national LSR web page](#) and in Grants.gov. While Tribes may also apply to this regional RFA, we encourage submission to the national Request for Proposals specifically for Tribes.

- **Reporting Required for LSR:**

- Grant performance and financial [SF-425](#) reports are due no later than March 31 each year.
- Accomplishment reporting in the Landscape Scale Restoration (LaSR) database is due no later than October 28 each year. This includes spatial data outlining discrete area(s) where on-the-ground implementation activities occur. Reporting in LaSR requires both U.S. Forest Service grant monitors and LSR grant recipients to coordinate; to enter the project information initially and then to publish the reports each year. New LSR grant recipients will sign up for an account to access the LaSR module. The assigned Forest Service grant monitor can assist with this. The LaSR reports are publicly available at this [LSR interactive web map](#).

Note: The pdf of the LaSR report may be saved and submitted to fulfill the annual grant performance report due March 31 (along with the [SF-425](#) Federal Financial Report).

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<sup>4</sup> Tribal trust land: The U.S. government holds legal title to *trust land* for the benefit of federally recognized Tribes or individual Tribal members. For more information about Tribal lands, see this [Congressional Research Service In Focus overview](#) of Tribal Lands. Note: Alaska Native Corporations are also eligible; however, this LSR instructions document pertains to projects across the 20 Northeast and Midwest States.

## Eligible Applicants

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State forestry or an equivalent State agency, units of local government, [federally recognized Indian Tribes](#) and Tribal organizations, nonprofit organizations, and universities are eligible to submit applications.

For-profit organizations are not eligible to submit applications under this competition.

At least one State Forester sponsor is required for each application, except those submitted by federally recognized Tribes. Nonprofit organizations, universities, and units of local government must submit a draft of the project narrative and budget spreadsheet to the State Forester(s) in the State(s) where the activity will be conducted for their sponsorship. State Forester contact information is available on the [National Association of State Foresters website](#). State Foresters will collaborate with State agriculture agency directors or other organization directors with State forest health program responsibilities.

Federally recognized Tribes and Tribal organizations are encouraged to submit applications to the separate national LSR Request for Proposals for Tribes. Refer to the [national LSR web page](#).

State Forester letters of support are submitted in one of two categories:

- **State Forester Sponsor:** This level of support is required if any of the following apply:
  - The State government unit is a recipient of Federal funds.
  - The State government unit is supplying match in any form.
  - The project is expected to generate deliverables within the State.Each State Forester may sponsor no more than 5 applications (single, multistate, or cross-regional); however, applications with 11 or more State Forester sponsors and applications submitted by federally recognized Tribes do not count against this limit of 5 applications per State.
- **State Forester Endorsement:** This level of support does not count against the five applications per State limit. Use this level of support if there is no significant direct State involvement (State is not a direct recipient, State will not provide match, and work will not generate deliverables in the State).

See the [“Preparing an Application” section](#) of this document for more instructions.

## Eligible Activities

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**Allowable Authorities for LSR:** The LSR program is authorized in Section 13A of the [Cooperative Forestry Assistance Act \(CFAA\)](#) and also uses the authorities for the following programs in the CFAA:

- Rural Forestry Assistance (CFAA Section 3)
- Forest Stewardship (CFAA Section 5)
- Forest Health Protection (CFAA Section 8)
- Urban and Community Forestry (CFAA Section 9)
- Community and Private Land Fire Assistance (State Fire Assistance) (CFAA Section 10(b)(1) and (2))

In general, the authorities for this RFA may be used singly or in combination.

**Ineligible Authorities for LSR:** Rural Volunteer Fire Department Assistance, Forest Legacy, Community Forest and Open Space, and Federal Lands Forest Health Management.

### Examples of Eligible Projects

- Water quality and watershed health improvement.
- Wildlife habitat improvement.
- Treatments and practices that address climate change vulnerabilities by implementing specific adaptation actions.
- Forest restoration and forest management practices that improve the ability of trees or forests to take up (sequester) and store carbon, while minimizing the risk of future large-scale disturbances.
- Wildfire fuels management projects.
- Demonstration projects that both achieve on-the-ground accomplishments for a specific area and



also provide sites for conservation education and tech transfer.

- Community tree planting projects in communities with a population of less than 50,000.<sup>5</sup>
- Strategic outreach efforts to land managers/owners facing threats from urban sprawl, invasive species, and wildfire, and complementary efforts to improve rural prosperity, along with on-the-ground outcomes.
- Cross-boundary fuels management projects that are adjacent to National Forest System lands.
- Integrated efforts to improve management of nonindustrial private forestlands supporting the relevant State Forest Action Plan.
- Survey, prioritization, and treatment to control invasive plants in a high-priority landscape.
- Reducing wildfire risk in the wildland-urban interface to protect high-value assets such as drinking water and community infrastructure.
- Prevention and preparedness projects in advance of known invasive pests, with on-the-ground outcomes.
- Restoration of forests following damaging events to promote desired future conditions.
- Special surveys and technical assistance for forest health issues that exceed the resources available through core Forest Health Program (FHP) funding. Applications must clearly show how and why the proposed activities complement the core FHP program in the State and must include on-the-ground outcomes.
- Activities that engage the public in forest health work to achieve on-the-ground outcomes.

#### Important Notes:

- **For projects with forest health activities:** LSR project applications involving invasive plant treatments, insect and disease prevention, detection surveys, eradication, or suppression of insect and disease outbreaks **require** coordination with U.S. Forest Service and/or State agency forest health specialists. If you are not sure who to coordinate with, contact the relevant [Eastern Region SPTF Forest Health Program specialist](#) to discuss technical review and coordination needs for the project. Provide documentation of this review, including who you coordinated with, in your project narrative or as a separate document. Also see [Appendix II](#). The Eastern Region SPTF Forest Health Program specialists can also assist in determining other appropriate national and cross-regional funding opportunities for forest health activities, such as Early Detection/Rapid Response (EDRR), Evaluation Monitoring, Forest Service Pesticide Impact Assessment Program, and Special Technology Development Projects.
- **If an application involves forest fire hazard mitigation activities:** You are required to attach a completed [National Fire Plan Operations and Reporting System \(NFPORS\) Form](#) to the application package at the time of submission.
- **Fuels management projects adjacent to National Forests** may be eligible for additional funding sources. Please consult with Steve Goldman ([steven.goldman@usda.gov](mailto:steven.goldman@usda.gov) or 414-308-7775), Eastern Region SPTF, Deputy Director of Fire and Aviation, prior to submission to ensure all funding opportunities are explored.

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<sup>5</sup> Conform to [Tree Planting Guidelines](#), which address accepted techniques for tree planting and maintenance. The number of trees to be planted, size of trees, and general description of the planting should be included in the application.

## **Projects Not Eligible under this RFA**

- **On-the-ground activities in cities or towns with greater than 50,000 inhabitants.** Refer to the [LSR Project Planning Tools: Project Eligibility Tool](#).
- **Research:** Basic research as defined in 2CFR 422.1, “Systematic study directed toward fuller knowledge or understanding of the fundamental aspects of phenomena and of observable facts without specific applications towards processes or products in mind.” Note: Technical transfer, education, and outreach activities associated with applying research is allowed. A research entity can be included as a partner and can contribute research as non-match leverage (not funded with the LSR Federal dollars or associated match).
- **Construction and capital improvements**, such as facilities, infrastructure, roads, boardwalks, and culverts.
- **Purchase of fire department equipment**, including fire weather stations and dry fire hydrants.
- **Small business start-up funding.**
- **Cost-share, reimbursement, and other types of payment provided directly to private landowners;** however, LSR funding (and match) may be used to perform work on private lands.
- **Land acquisition projects**, including purchase of conservation easements and fee simple.
- **Revolving loans.**
- *Lymantria dispar* (spongy moth) Slow the Spread (STS) projects. These are determined in cooperation with the STS Foundation.

Note: While Federal funding and 1 to 1 match cannot be used on the above activities, non-match leverage can be used to fund these activities as a part of an LSR project.

## **Criteria for Landscape Scale Restoration Project Selection (106 points total)**

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**Note: Clearly articulate the methods employed, timelines, and resources needed in the “Project Description” section of the project narrative.**

**Maps and photos may be uploaded using the Grants.gov Attachment Form.**

**Clearly and concisely address each of these criteria in the project narrative.**

### **1. Priority Issues and/or Landscapes in the State Forest Action Plan(s) or Equivalent Restoration Strategy (25 points)**

Projects will be based on an analysis within the State or region that identifies the issue or landscape being addressed as a priority in the State Forest Action Plan(s) or equivalent restoration strategy.<sup>6</sup>

- Demonstrate focus on a significant issue and/or priority landscape in the respective State Forest Action Plan(s) or equivalent restoration strategy.
- Describe how the project will bring a State or region to a desired future condition, goal, or strategy as articulated in the respective plan(s).

Refer to the [Landscape Scale Conservation Web Map Viewer](#) to learn about multistate priority areas listed in the 2020 State Forest Action Plans.

Note: Most States have a 2020 State Forest Action Plan (except Vermont, which was revised in 2017). The plans are posted on the [National Association of State Foresters website](#). If you don't see the 2020 plan posted there, contact the relevant [State Forester\(s\)](#) or [Sherri Wormstead](#).

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<sup>6</sup> As specified in the LSR national directive, the following are elements to be considered an equivalent restoration strategy: (1) Complete or substantially complete, (2) For a multiyear period, (3) For non-industrial private forest land or State forest land, (4) Accessible by wood-processing infrastructure, and (5) Based on the best available science.

## 2. Measurable Outcomes (35 points)

- Describe how the project outcomes will result in science-based restoration of priority landscapes.
- Projects shall prioritize funding and other resources toward one or more of the national LSR 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.
- Each LSR project must accomplish at least one of the on-the-ground national quantitative measures listed below and may include additional specific measurable results that show how the Federal investment will lead to outcomes on the landscape. The measures/metrics should be specific, measurable, achievable, realistic, and timely. A map of the on-the-ground impact area(s) for the project is encouraged (upload to Grants.gov using the Attachments Form).
- Include description of less quantifiable return on investments in the narrative section.
- Describe outcomes in relationship to the proposed budget. In the budget spreadsheet, provide a brief description to justify each budget category requested. Reviewers will assess if outcomes are commensurate with the budget.
- For projects with acres treated for invasive insects, diseases, or plants, coordinate with U.S. Forest Service and/or State agency forest health specialists and provide documentation of this review and coordination, either in the project narrative or in a separate document.
- For projects with hazardous fuels reductions and/or prescribed fire, fill out and submit a [National Fire Plan Operations and Reporting System \(NFPORS\) Form](#).

**Each LSR project must directly accomplish (during the timeframe of the grant) at least one of these national quantitative measures:**

- **Acres treated to reduce hazardous fuels:** Acres treated to reduce or mitigate hazardous fuels including prescribed fire, thinning, and other actions that reduce hazardous fuels and mitigate fire risk.
- **Acres treated to enhance wildlife habitat:** Acres of forest treated to improve wildlife and fish habitat. Threatened and endangered species that will benefit from project activities should be included in the narrative accomplishments.
- **Miles of riparian forest treated to enhance wildlife habitat:** Miles of riparian forest treated to improve wildlife and fish habitat. Threatened and endangered species that will benefit from project activities should be included in the narrative accomplishments.
- **Acres of trees and seedlings planted to enhance water quality:** Acres of trees and seedlings planted to improve water quality including planting to create riparian buffers, floodplain restoration, and other actions that enhance water quality/quantity.
- **Miles of riparian forest treated to enhance water quality:** Miles of riparian forest treated to improve water quality including riparian buffer establishment or maintenance and other actions that enhance water quality. This does not include any structural enhancements or construction (e.g., culverts are not allowed).
- **Number of trees, saplings, and/or seedlings planted to enhance water quality:** Number of trees, saplings, and/or seedlings planted to improve water quality including riparian buffers, floodplain restoration, and storm water management actions that are non-structural. Specify size of trees planted and describe the plan for tree care to maximize survival.

- **Acres treated for insects and disease:** Acres treated for insects and disease including through chemical, mechanical, and biological actions that improve forest health conditions.
- **Acres invasive plant/weed management:** Infested acres treated for invasive plants including chemical, mechanical, and biological actions that improve forest health conditions. This does not include acres surveyed.
- **Acres under new forest stewardship or other forest management plans:** Acres under a new forest management plan. A forest management plan could include a Tribal forest management plan, Forest Stewardship Plan, CAP 106 plan, Tree Farm plan, tax abatement plan, or equivalent state forest, watershed, or landscape plan. If a landscape plan, the plan must focus on discrete/specific geography such as a watershed and is not state-wide.
- **Number of forest landowners reached through technical assistance:** Forest landowners reached through technical assistance in more than one interaction and known to have benefited in some significant and lasting way (e.g., developed or implemented a forest management activity or practice). This does not include a landowner who simply attended a technical or training session without any follow-up or were spoken to only once, such as over the phone, with no follow-up.
- **Tons of pulpwood or biomass produced (economic benefit):** Tons of pulpwood or biomass produced that contribute to the forest products industry.
- **Board feet of logs/sawlogs produced (economic benefit):** Board feet of logs/sawlogs produced that contribute to the forest products industry.

### 3. Collaboration and Integrated Delivery (20 points)

- Identify partners that have demonstrated a commitment and add value toward planning and carrying out the project and describe what these partners will contribute.
- Seek to improve the delivery of public benefits from forest management by coordination with or proximity to 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 under section 602 of the Healthy Forest Restoration Act of 2003, Good Neighbor Authority, National Forest stewardship contracting projects, Natural Resources Conservation Service programs, Shared Stewardship agreements, and relevant State programs.
- Describe land ownerships for the project area and cross-boundary goals, which can include a combination of Tribal, State, local government, and private land ownerships, e.g., multiple private landowners, private and State landowners, State and Federal landowners, State and local government, State and Tribal landowners, etc.
- Demonstrate residual positive benefits that will result from collaboration, e.g., related to capacity, skills, knowledge, infrastructure, or a replicable approach.

Note: Collaboration may be qualitative in nature, and the contribution of the partners may be more important than the number of partners involved. Multistate collaboration and integration of projects are encouraged. Refer to the [Landscape Scale Conservation Web Map Viewer](#) to learn about multistate priority areas listed in the 2020 State Forest Action Plans.

### 4. Leverage (10 points)

Projects should maximize SPTF funding by using it to leverage contributions from both Federal and non-Federal entities. Project applications need to clearly identify the LSR Federal funds requested and the associated non-Federal contributions in the SF-424A and Budget Spreadsheet. Provide details about leveraged contributions, including match from partners and additional non-match leveraged contributions. Note: Collaboration with a for-profit Conservation Finance partner can be a powerful leverage multiplier, but this requires careful budget segregation to ensure Federal grants are not earning income.

## 5. Knowledge and Technical Transfer (10 points)

Technical transfer is defined as the sharing of knowledge, tools, and innovations for practical application. As specifically as possible, describe how others will learn from the work done on this project. Describe 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 wherever it can be utilized. Projects should include a component of outreach, training, lessons learned, or related opportunities so that carrying out the project results in skills and capability that extend beyond the life of the grant. While projects may include a component of outreach, education, and/or training to achieve the project goals, outreach and education should not be the sole outcome.

## 6. Benefit to Disadvantaged Communities/People (6 points)

In support of *Executive Order 14008 Tackling the Climate Crisis at Home and Abroad* and the [Forest Service Equity Action Plan](#), national guidance for LSR requires the regional LSR processes to promote equity in the guidance and scoring criteria to ensure Tribes and disadvantaged communities have equitable access to and benefit from the program.

LSR applicants are strongly encouraged to meaningfully incorporate these elements:

### A. A description of the benefiting community(ies) or recipient(s).

Use data or other evidence to describe the disadvantaged communities or recipients the project will engage/benefit. Applicants may use the national tools and datasets listed below and/or more localized knowledge such as Tribal, local, or State data, to describe the population and conditions the project proposes to benefit. Provide or link to the source for the data used to identify the disadvantaged communities or recipients.

When the project locations are not known at the application stage, describe if and how equity and serving disadvantaged populations will be considered in selecting project locations/benefiting communities.

### B. A description of how the project engages and benefits disadvantaged communities/people.

There are a variety of ways LSR projects can engage and benefit disadvantaged, including:

- Forest management actions that benefit disadvantaged communities and/or people, including landowners in persistent poverty counties and/or impacted by climate change.<sup>7</sup>
- Applicants or project partners that work with disadvantaged groups are actively engaged in project planning and implementation, e.g., minority-led organizations and Historically Black Colleges and Universities.
- Watershed restoration efforts that improve or protect drinking water supplies for communities with persistent poverty.
- Hazardous fuels or forest health treatments that reduce risk to disadvantaged communities.
- Project-generated income opportunities (e.g., forest products or fuelwood), employment, or forest management job training that benefit disadvantaged people.
- Technical assistance that helps disadvantaged landowners establish forest management plans.

**Definitions:** The term **disadvantaged communities** is used in *Executive Order 14008, Tackling the Climate Crisis at Home and Abroad*. The [Interim Implementation Guidance for the Justice40 Initiative](#), released by OMB in July 2021, provides the following definitions.

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<sup>7</sup> Note: Cost-share, reimbursement, and other types of payment directly to private landowners are not allowed for LSR; however, LSR funding (and match) may be used to perform work on private lands.

**Community:** Either a group of individuals living in geographic proximity to one another, or a geographically dispersed set of individuals (such as migrant workers or Native Americans), where either type of group experiences common conditions.

**Disadvantaged:** The term includes, but is not limited to, communities that experience the following:

- Low income, high and/or persistent poverty
- High unemployment and underemployment
- Racial and ethnic residential segregation, particularly where the segregation stems from discrimination by government entities.
- Linguistic isolation
- High housing cost burden and substandard housing
- Distressed neighborhoods
- High transportation cost burden and/or low transportation access
- Disproportionate environmental stressor burden and high cumulative impacts
- Limited water and sanitation access and affordability
- Disproportionate impacts from climate change
- High energy cost burden and low energy access
- Jobs lost through the energy transition
- Access to healthcare

In addition to the definition, geographic areas within Tribal jurisdiction should be included.

**Resources:** Applicants may use the following national data tools and/or local data to identify and describe disadvantaged communities the project will engage and support. These national data sources are available in the [LSR Project Planning Tools: Project Planning tab](#).

- [\*\*White House Council on Environmental Quality, Climate and Economic Justice Screening Tool \(CEJST\)\*\*](#): This interactive map identifies disadvantaged communities using indicators of burdens in eight categories: climate change, energy, health, housing, legacy pollution, transportation, water and wastewater, and workforce development. A community is highlighted as disadvantaged if it is in a census tract that is (1) at or above the threshold for one or more environmental, climate, or other burdens, and (2) at or above the threshold for an associated socioeconomic burden. Federally recognized Tribes are also considered disadvantaged communities.
- **Persistent Poverty Counties:** The USDA Economic Research Service (ERS) defines counties as being persistently poor if 20 percent or more of their populations were living in poverty based on three decades of U.S. Census Data. See the [ERS County Typology Codes, 2015 Edition](#), for a full list of counties.



### Criteria Scoring Rubric to Guide LSR Review Team Scoring

Criteria	High Score	Medium Score	Low Score
1. Priority issues/ landscapes in the State Forest Action Plan(s) (SFAP) or equiv. restoration strategy (25 points)	<b>17-25 points</b> <ul style="list-style-type: none"> <li>Strong and clear contribution to one or more significant goal, issue, and/or priority landscape in the relevant SFAP(s) or equiv. restoration strategy.</li> <li>Clear description of how project contributes to a specific strategy(ies) in the plan/strategy.</li> </ul>	<b>8-16 points</b> <ul style="list-style-type: none"> <li>Clear contribution to a significant goal, issue, or priority landscape in the relevant SFAP(s) or equiv. restoration strategy.</li> </ul>	<b>0-7 points</b> <ul style="list-style-type: none"> <li>A simple assertion or weak or general connection to the relevant SFAP(s) or equiv. restoration strategy.</li> </ul>
2. Measurable Outcomes (35 points)	<b>24-35 points</b> <ul style="list-style-type: none"> <li>Compelling, clear, and concise description of how quantitative and qualitative outcomes will influence positive change to achieve one or more national LSR objectives.</li> <li>Measures are specific and achievable and clearly show how the Federal investment will lead to outcomes on the landscape.</li> <li>Outcomes are commensurate (or greater) with the budget.</li> </ul>	<b>12-23 points</b> <ul style="list-style-type: none"> <li>Description of how outcomes will achieve one or more national LSR objectives.</li> <li>Outcomes are commensurate with the budget.</li> </ul>	<b>0-11 points</b> <ul style="list-style-type: none"> <li>Weak description or lack of clarity for measures.</li> <li>Outcomes limited compared to the budget.</li> </ul>
3. Collaboration and Integrated Delivery (20 points)	<b>14-20 points</b> <ul style="list-style-type: none"> <li>Demonstrates strong collaboration with and commitment by partners, adding value and lasting benefits to the project.</li> <li>High coordination with or proximity to complementary Federal and/or State landscape-scale programs/projects (see page 7 for example programs).</li> <li>Includes cross-boundary collaboration by proximity to or inclusion of a combination of Tribal, State, or local government, and/or private lands.</li> </ul>	<b>7-13 points</b> <ul style="list-style-type: none"> <li>Demonstrates moderate collaboration with and commitment by partners, adding value to the project.</li> <li>Limited or moderate coordination with or proximity to complementary programs/projects.</li> <li>Limited or moderate cross-boundary proximity or collaboration.</li> </ul>	<b>0-6 points</b> <ul style="list-style-type: none"> <li>A simple assertion or very little or no meaningful collaboration.</li> <li>Little or no coordination with complementary programs/projects.</li> <li>Little or no cross-boundary proximity or impact.</li> </ul>
4. Leverage (10 points)	<b>7-10 points</b> <ul style="list-style-type: none"> <li>Substantial leveraged contributions (match and non-match) that maximize Federal funding for project outcomes.</li> </ul>	<b>3-6 points</b> <ul style="list-style-type: none"> <li>Moderate leveraged contributions.</li> </ul>	<b>0-2 points</b> <ul style="list-style-type: none"> <li>Minimal or no leveraged contributions.</li> </ul>
5. Knowledge and Technical Transfer (10 points)	<b>7-10 points</b> <ul style="list-style-type: none"> <li>Clear and specific description of how others will learn from the project.</li> <li>Project has high potential to inform practitioners and enhance effectiveness of similar initiatives.</li> </ul>	<b>3-6 points</b> <ul style="list-style-type: none"> <li>Description of how others will learn from the project.</li> <li>Project has moderate potential to inform others.</li> </ul>	<b>0-2 points</b> <ul style="list-style-type: none"> <li>A simple assertion or limited description of how others will learn from the project.</li> </ul>
6. Benefit to Disadvantaged Communities/ People (6 points)	<b>5-6 points</b> <ul style="list-style-type: none"> <li>Specific description of strong, meaningful commitment to support and engage disadvantaged communities/people.</li> <li>Clear description with data/evidence of the specific disadvantaged communities/people the project will benefit or how benefit to disadvantaged will be considered to select project location(s).</li> </ul>	<b>2-4 points</b> <ul style="list-style-type: none"> <li>Moderate commitment to support/engage disadvantaged communities/people.</li> <li>Description of disadvantaged communities/people the project will benefit.</li> </ul>	<b>0-1 points</b> <ul style="list-style-type: none"> <li>Weak or no commitment to disadvantaged.</li> <li>Form fields for this criterion left blank or very weak description provided.</li> </ul>

## Preparing an Application

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Submit all proposals through IDL Grant Coordinator, Isabella Pritchard by March 8th, 2025. [Appendix III](#) provides a checklist of requirements and required forms for the application package.

State Foresters may choose to submit either a standard form letter or a custom letter of sponsorship. A single letter documenting support for all applications sponsored by that State is also acceptable. Each State Forester may sponsor up to five applications. Applications with 11 or more State Forester sponsors and applications submitted by Tribes do not count toward the limit of 5 applications sponsored per State. If State financial involvement is negligible, a State Forester may submit a letter of endorsement for an application sponsored by another State(s).

Prior to preparing an application, carefully read this document and review the resources for application development in the Grants.gov Opportunity “Related Documents” section and on the [Landscape Scale Restoration Grants web page](#). This site provides full text of previous competitive project applications, reviewer comments, and ranked lists. Applicants should also be familiar with the relevant [State Forest Action Plan\(s\)](#).

***Complete/email all forms to [ipritchard@idl.idaho.gov](mailto:ipritchard@idl.idaho.gov) on or before March 8th, 2025.***

### **Proposal Documents Submitted:**

- *Signed IDL Funding Acknowledgment Form*
- *LSR project narrative(required); may use the optional fillable PDF provided.*
- *Maps or photos to accompany the narrative (optional).*

### **Project Narrative Instructions**

*Clearly and concisely respond to each section. An optional fillable PDF is provided. For the longer sections we encourage you to include sub-headings and/or line spacing to format for ease of reading (rather than fill every line with words). You may format text in MS Word and then copy and paste into the PDF. Some text formatting is available in the PDF form, e.g., bold, underline, and italic. To format text in the fillable PDF: Highlight the text, right click, and select “Text Style.”*

- ***Project Title:*** *Provide a uniquely descriptive title for this project. Use this full title consistently on all submission communications and supplemental documents, including letters of support, until an official application number is assigned by the Eastern Region SPTF.*
- ***Project Applicant:*** *Enter the name of the organization applying for Federal funding.*
- ***Program Contact:*** *Enter the name and contact information for the project or program, i.e., who would be the lead for implementing the project if funded.*

- **Brief Project Overview and Purpose:** 6 lines of text or up to 640 characters and spaces. Provide a brief purpose statement for the project.
- **Multistate Project Status:** Check either the “yes” or “no” box. If you checked “yes,” check one of the two boxes below.
- **Cross-Regional Project Status:** Check either the “yes” or “no” box.
- **Project Description:** 46 lines of text or up to 5,000 characters and spaces with no carriage returns. Provide a comprehensive but succinct description of the proposed project that includes basic details of who is doing what, where, and why (in context of need documented elsewhere). Clearly articulate the methods employed, timelines, and resources needed. Describe the project area, land ownerships, and specific areas targeted for treatment (or how the specific areas will be identified as part of project implementation) and address the project’s suitability as the most appropriate scale of response (local, statewide, multistate, or national) to the issue being addressed. Projects should effectively address the purpose statement: “To encourage collaborative, science-based restoration of priority forest landscapes.”
- **Priority Issues and/or Landscapes in the State Forest Action Plan (25 points):** 45 lines of text or up to 5,000 characters and spaces with no carriage returns. Refer to the [Criteria](#) for what to address in this section.
- **LSR Objectives the Project Addresses:** Select the relevant LSR objective(s) the project addresses.
- **Measurable Outcomes (35 points):**
  - Measurable Outcomes Table: Provide the output amount for at least one of the quantitative accomplishment measures listed and, as relevant, add additional, specific measurable results in the rows at the bottom of the table (measure, output, and unit).
  - Narrative: Describe measurable outcomes in 45 lines of text or up to 5,000 characters and spaces with no carriage returns. Refer to the [Criteria](#) for what to address in this section.
- **Collaboration and Integrated Delivery (20 points):** 27 lines of text or up to 3,000 characters and spaces with no carriage returns. Refer to the [Criteria](#) for what to address in this section.
- **Leverage (10 points):** 15 lines of text or up to 1,625 characters and spaces with no carriage returns. Refer to the [Criteria](#) for what to address in this section.
- **Knowledge and Technical Transfer (10 points):** 15 lines of text or up to 1,625 characters and spaces with no carriage returns. Refer to the [Criteria](#) for what to address in this section.
- **Benefit to Disadvantaged Communities/People (6 points):** 15 lines of text or up to 1,625 characters and spaces with no carriage returns. Refer to the [Criteria](#) for what to address in this section.

### **Budget Spreadsheet Instructions**

A detailed budget spreadsheet is required for all applications. A spreadsheet template is available in the Grants.gov opportunity “Related Documents” tab. Read the “Instructions” worksheet in the Excel spreadsheet. Note: There are columns for the applicant and four financial partners in the spreadsheet. You may delete or add columns if there are fewer or more financial partners, respectively. Fill out this spreadsheet first and then transfer the totals to the SF-424 A.

### **Anticipated changes to Title 2 of the Code of Federal Regulations §200:**

The following are two important anticipated changes that will take effect on October 1, 2024:

- An increase in the de minimis indirect cost rate from 10% to 15% of Modified Total Direct Costs.
- An increase in the threshold for determining equipment from a per unit cost of \$5,000 to \$10,000.

See the [Guidance for Federal Financial Assistance posted in the Federal Register](#) for more information.

## Appendix II. Additional Guidelines for Forest Health Treatment Projects

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Projects with a Forest Health treatment component should also follow these guidelines:

- When developing your project, coordinate with U.S. Forest Service and/or State agency forest health specialists. If you are not sure who to coordinate with, contact the relevant Eastern Region SPTF Forest Health Program specialist (listed below) to discuss technical review and coordination needs for the project.

**Provide documentation of this review and coordination, including who you coordinated with, either in the project narrative or as a separate attachment.**

- Show strong potential for meeting project objectives and must be supported by a biological evaluation that substantiates the need for the project and the strategies proposed.
- Be environmentally acceptable and appropriately documented in accordance with appropriate laws.
- To be eligible for such assistance, the entity having ownership or jurisdiction over the affected land must:
  - Consent, cooperate, and participate in the project.
  - Contribute directly to the work to be done.
  - Have the legal authority to carry out such projects.
- Treatment projects require the following documentation:
  - Appropriate documentation in accordance with relevant and required environmental analyses.
  - Biological evaluations, including pre-treatment and post-treatment evaluations.
  - Work, safety, and security plans where appropriate or required.
- Cooperators shall also maintain appropriate records for each project, including the location of treated areas.

## Appendix III. Landscape Scale Restoration Application Requirements Checklist

*This is an aid for applicants submitting LSR applications through Grants.gov for the LSR process in the Northeast and Midwest and is not an exhaustive list of grant requirements.*

### Requirements:

- ☐ Applicant is a State Forestry Agency (or other relevant State Agency), nonprofit organization, university, unit of local government, or federally recognized Tribe or Tribal organization ([see page 4](#)).
- ☐ Applicant organization must have an active [System for Award Management \(SAM\)](#) registration and Grants.gov account (see Appendix I). Note: The Unique Entity ID (UEI) has replaced the DUNS number in SAM.gov. See this [SAM.gov web page](#) for more information.
- ☐ Project is focused on rural forest lands ([see page 2](#)).
- ☐ Project includes on-the-ground outcomes on nonindustrial private and/or State or local government forest land and will result in accomplishments for at least one of the national LSR quantitative measures ([see page 7](#)).
- ☐ Project activities within allowable authorities in the [Cooperative Forestry Assistance Act](#) ([see page 4](#)).
- ☐ Addresses priority issues/landscapes in the relevant State Forest Action Plan(s) or equivalent restoration strategy ([see page 6](#)).
- ☐ Addresses one or more of the National Objectives for LSR ([see page 7](#)).
- ☐ Minimum Federal funding request of \$25,000 and 1 to 1 allowable matching funds ([see page 2](#)).
- ☐ Submit draft Proposal and budget spreadsheet to IDL Grant Coordinator by March 5th, 2025 for sponsorship<sup>8</sup> ([see page 4](#)).

### Forms Required:

- ☐ IDL Funding Acknowledgment Form
- ☐ LSR Project Proposal; may use the fillable PDF provided<sup>10</sup> ([see page 21](#))
- ☐ For incorporated organizations only (nonprofits): USDA AD-3030 Representations Regarding Felony Conviction and Tax Delinquent Status<sup>9</sup>
- ☐ **If project includes forest health treatments:** Coordinate with Forest Service and/or State agency forest health specialists and provide documentation of this review and coordination.
- ☐ **If project includes forest fire hazard mitigation activities:** Complete and attach the [National Fire Plan Operations and Reporting System \(NFPORS\) Form](#) ([see page 5](#)).<sup>10</sup>

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

USDA is an equal opportunity provider, employer, and lender.

<sup>8</sup> State Forester sponsorship is not required for applications submitted by federally recognized Tribes.

<sup>9</sup> Form available in Grants.gov Opportunity "Package" tab

<sup>10</sup> Available in Grants.gov Opportunity, "Related Documents" tab. Submitted using the Attachments Form in Grants.gov

<b>FY 2026 Landscape Scale Restoration Competitive Program Project Proposal</b>	<b>Administrative use only</b>			
	Keyword:			
	Below Fields are Automatically Populated			
	Funds Requested:			
	Match:			
	Total Project Funding:			

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

2	<b>Project Information</b>			
	<b>Is this a Multi-state proposal?</b> 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.			Yes      No
	Descriptive Title of Project:			
	Partnering Agencies and/or Organizations:			
	Please add names of partner agencies/organizations using single line/bullet style format			
	Project Duration:		One Year	Two Year



2	<b>GIS Coordinates (PICK ONE: approx. project center or project area (polygon))</b>	
	<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 1500 Characters including spaces:</b>	
<p><b>REFER TO PG 8, APPLICATION: PROJECT OVERVIEW/PURPOSE STATEMENT FOR ADDITIONAL INFORMATION ABOUT WHAT TO INCLUDE IN THIS SECTION.</b></p> <p><i>The project overview should contain the location and importance of the landscape; landscape need; high level overview of main goals, objectives, and deliverables; collaboration; boundaries; jurisdictions; amount of funds requested and total project value; the relationship to a State Forest Action Plan (or equivalent state-wide restoration strategy); and at least one of the Landscape Objectives. This section should show how the project will address LSR's purpose statement "to encourage collaborative, science-based restoration of priority forest landscapes."</i></p> <p><i>Evaluation Criteria: Provides a succinct and relevant project overview/purpose statement; clearly communicates the value of the project. Description covers all description elements listed in project overview instructions. Description includes: - location and importance of landscape; -landscape need; -high level overview of main goals 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 at least one Landscape Objective.</i></p>	

**Context, Goals, & Objectives – 10 pts 2500 Characters including spaces:**

**REFER TO PG 8, APPLICATION: CONTEXT, GOALS, AND OBJECTIVES FOR ADDITIONAL INFORMATION ABOUT WHAT TO INCLUDE IN THIS SECTION.**

*Context should clearly identify priority landscapes and issues that are the focus of the project. Goals should be clearly explained and should relate to the Forest Action Plan or equivalent restoration strategy. The need for treatment of the landscape should be explained, and the goals of the project should be clearly addressed and linked to the needs. Describe how the proposal is designed to achieve one or more of the Landscape Objectives listed in the 'Eligibility, Process, and Other Requirements' section and the National LSR Manual. Link the project goals to the relevant Landscape Objective(s).*

*Evaluation Criteria: Context clearly identifies priority landscapes and issues that are the focus of the project. Goals are explicitly explained. The need for treatment of the landscape is explained, and the goals of the project are clearly addressed, and linked to the needs. Describes how the proposal is designed to achieve one or more of the Landscape Objectives. The project goals are linked to the relevant Landscape Objective(s).*

**Proposed Activities – 20 pts 3250 Characters including spaces:**

**REFER TO PG 9, APPLICATION: PROPOSED ACTIVITIES AND BUDGET, FOR ADDITIONAL INFORMATION ABOUT WHAT TO INCLUDE IN THIS SECTION.**

*Clearly describe activities to be completed with LSR grant funds, match, and leveraged resources. All project expenditures should be explicitly identified and linked to the activity, which should link to project goals and objective(s). The source of match and non-match leveraged funds should be specified and costs should be well detailed. The financial contributions of partners should be documented clearly under match and non-match leverage. Projects that leverage match and non-match funding from multiple entities will be given priority. Please note: any funds for construction, research, or other activities not allowable for grant or match; proposals MUST therefore clearly outline all funding sources. Projects that propose use of S&PF dollars or match to fund ineligible activities under S&PF authorities will be considered ineligible.*

*Evaluation Criteria: Clearly describes activities to be completed with LSR grant funds requested and leveraged resources- both match and nonmatch. All project expenditures are explicitly identified and linked to the activity- which should link to your project goals and objective(s). The source of match and non-match funds are specified and costs are well detailed. The financial contributions of partners must be documented clearly under leverage.*

*Priority points will be awarded to projects that leverage funding from multiple entities. Please note: any funds for construction, research, or other activities not allowable for grant or match fund use MUST explicitly outline their funding source as non-match leverage funds. Projects that use S&PF dollars to fund ineligible activities under S&PF authorities will be 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
Personnel / Labor:						
Fringe Benefits:						
Travel:						
Equipment:						
Supplies:						
Contractual:						
Construction:						
Consolidated <sup>2</sup> :						
Other:						
Indirect Costs <sup>3</sup> :						
TOTAL:						

<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:**

**REFER TO PG 9-10, APPLICATION: DELIVERABLES AND OUTCOMES, FOR ADDITIONAL INFORMATION ABOUT WHAT TO INCLUDE IN THIS SECTION.**

*The deliverables (specific target/result) and outcomes (impact of completing the project) should relate to achievement of one or more Landscape Objectives and a goal, strategy, or desired future condition within the State Forest Action plan or equivalent state-wide restoration strategy. Clearly describe all planned deliverables and outcomes, how they relate to measurable science-based restoration of landscapes, and what metrics the applicant plans to use to measure progress towards these outcomes.*

*Each LSR project must accomplish at least one of the on-the-ground national quantitative measures listed in the 'LSR Quantitative Accomplishments Requirement' document and may include additional specific measurable results. Proposed metrics should be specific, measurable, achievable, realistic, and timely. Successful projects will be required to measure progress towards their stated outcomes within the LaSR reporting system using these national quantitative measures.*

*Evaluation Criteria: Clearly describes all planned deliverables and outcomes, how they relate to measurable science-based restoration of landscapes, and what metrics the applicant plans to use to measure progress towards these outcomes. Clearly describes the on-the-ground metric to be used to measure progress and metrics used are SMART (specific, measurable, achievable, realistic, and timely).*

*Proposed metrics should be specific, measurable, achievable, realistic, and timely. See on-the-ground national quantitative measures chart for specific outcome categories and metrics. High score requires planning to accomplish at least one.*



**Cross-Boundary Collaboration – 15 pts 3250 Characters including spaces:**

**REFER TO PG 10, APPLICATION: CROSS-BOUNDARY COLLABORATION, FOR ADDITIONAL INFORMATION ABOUT WHAT TO INCLUDE IN THIS SECTION.**

*Projects must 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 detailed under match (for eligible costs, entities, and lands) and additional non-match leveraged contributions (if non-match leveraged funds are included in a proposal) within the budget. Note that while collaboration and coordination with Forest Service or other public land management agencies is encouraged, grant awards can only be used for work on non-federal land. 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. Priority will be given to projects that do so. Projects promoting cross-boundary collaboration will also be given priority, whether through proximity to other land ownerships or by the inclusion of a combination of ownerships (including tribal, State and local Government, and private lands (such as multiple private landowners, private and State landowners; State and Federal landowners; State and local Government; and State and Tribal landowners)) within the project area.*

*Evaluation Criteria: Clearly identifies partners that are actively engaged and add value towards project planning and implementation. Describes sufficient factors demonstrating collaboration. 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. Projects that sufficiently describe partnership factors outlined within this box, but do not clearly describe at least one of the priority factors for cross-boundary coordination or collaboration to the left of this box will only be able to receive a maximum score at the lowest end of the high score range (10 points).*

*Priority points will be awarded to projects that: Promote cross-boundary collaboration (proximity to or inclusion of multiple land ownerships); and/or coordinate with or are in proximity to other complementary landscape-scale projects on NFS lands or other lands under the jurisdiction of the state (specific programs outlined in 'Priority Projects' section); and/or coordinate with or are in proximity to other complementary landscape-scale projects on State land; and/or coordinate with NRCS programs and appropriate state level programs.*



**Forest Action Plan Integration – 10 pts 2250 Characters including spaces:**

**REFER TO PG 11, APPLICATION: FOREST ACTION PLAN INTEGRATION, FOR ADDITIONAL INFORMATION ABOUT WHAT TO INCLUDE IN THIS SECTION.**

*A proposal must demonstrate how the objectives of the project will help achieve the priorities in the State Forest Action Plan or other state-wide restoration strategy. Describe the need for the proposed project and relate it to one or more significant priority landscapes, issues, or strategies identified in the state Forest Action Plan or equivalent state-wide restoration strategy. Describe how the project will bring a state, region, or area to a desired future condition, goal, or strategy as articulated within the Forest Action Plan or equivalent state-wide strategy.*

*Evaluation Criteria: Proposal clearly demonstrates how the objectives of the project will help achieve the priorities in the State Forest Action Plan or other state-wide restoration strategy. Specifically describes the need for the proposed project and relates it to one or more significant priority landscapes, issues, or strategies identified in the state Forest Action Plan or equivalent state-wide restoration strategy. Well formulated description of how the project will bring a state, region, or area to a desired future condition, goal, or strategy as articulated within the Forest Action Plan or equivalent state-wide strategy.*

*If utilizing another state-wide restoration strategy, please detail the completeness, the multi-year period, accessibility by wood processing infrastructure, relevant scientific basis, and verify it covers non-industrial private forest land or state forest land as defined within the National LSR Manual.*

**Meaningful Scale – 10 pts 2250 Characters including spaces:**

**REFER TO PG 11, APPLICATION: MEANINGFUL SCALE, FOR ADDITIONAL INFORMATION ABOUT WHAT TO INCLUDE IN THIS SECTION.**

*A project proposal must describe the project area, the land ownerships within the area, and specific areas targeted for treatment. The scale of a project must be the most appropriate size based on the land ownerships, objectives, and outcomes (including cross-boundary goals) for the landscape. Detail how the scale is sufficient to address the identified relevant priorities from the Forest Action Plan (or equivalent state-wide restoration strategy) and the Landscape Objective(s) being addressed by the project. Clearly articulate the rationale for why the scale is meaningful.*

*Evaluation Criteria: Provides complete description of the project area, the land ownerships within the area, and specific areas targeted for treatment. Clearly describes why the scale of the project is the most appropriate size based on the land ownerships, objectives, and outcomes (including cross-boundary goals as applicable) for the landscape. Details how the scale is sufficient to address the identified relevant priorities from the Forest Action Plan (or equivalent state-wide restoration strategy) and the Landscape Objective(s) being addressed by the project. The rationale for why the scale is meaningful is clearly articulated.*

**Description of Benefits – 5 pts 2500 Characters including spaces:**

**REFER TO PG 11, APPLICATION: SUSTAINABILITY OF OUTCOMES, FOR ADDITIONAL INFORMATION ABOUT WHAT TO INCLUDE IN THIS SECTION.**

*A proposal must include a clear description of how the project benefits or engages underserved communities or people. This description of benefits may include social, ecological, or economic. A proposal must include a description of the benefiting community and/or recipients. This description could include demographic and vulnerabilities that are supported by data or evidence. Applicants should include national tools and data sets or utilize localized knowledge such as tribal, local, or state data to describe the populations and conditions that the project proposes to benefit. See Western Guidance for more information on suggested tools. Projects showing direct benefit(s) and/or intentional engagement of historically underserved communities will be given full points in this category.*

*Evaluation Criteria: Provides complete, clear, and concise descriptions of the project benefiting communities and how the project benefits or engages underserved communities or people. Data and/or evidence are used to support descriptions.*

*Projects showing direct benefit(s) and/or intentional engagement of historically underserved communities will be given full points in this category.*

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

**REFER TO PG 11, APPLICATION: SUSTAINABILITY OF OUTCOMES, FOR ADDITIONAL INFORMATION ABOUT WHAT TO INCLUDE IN THIS SECTION.**

*Provide rationale for why dollars invested will sustain project outcomes into the future, beyond project end date (some examples: enhanced skills or learning, replicability, future plans related to the State Forest Action Plan or equivalent restoration strategy which build upon this successful project, etc.). Explain how development and/or strengthening of partnerships may also be a means of supporting project outcomes beyond the project end date. Describe how the project results in resource sharing or cross-boundary collaboration or agreements (formalized agreements hold greater weight) that extend beyond the project period. Technical transfer is the sharing of knowledge, tools, and innovations for practical application. Projects must 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 should aim to share innovation across landscapes. 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.*

*Evaluation Criteria: Provides rationale for why dollars invested will sustain project outcomes into the future beyond project end date. Explains how development and/or strengthening of partnerships may also be a means of supporting project outcomes beyond the project end date (project may result in resource sharing or cross-boundary collaboration or agreements (formalized agreements hold greater weight) that extend beyond the project period). Project must describe how others will learn from project implementation including the project's potential to inform practitioners and enhance the effectiveness of similar initiatives (see 'technical transfer definition within left box). High scoring projects will clearly outline this technical transfer element.*