





Division of Forestry  
Community Forestry Program  
REQUEST FOR PROPOSALS  
(PART II)

**RETURN THIS FORM TO:**  
Division of Forestry  
Attn: Community Assistance Forester  
550 West 7th Ave, Suite 1450  
Anchorage, AK 99501  
Phone: (907) 269-8466  
Fax: (907) 269-8931  
Email: [communityforestry@alaska.gov](mailto:communityforestry@alaska.gov)

CFDA # 10.664 - *Prunus padus* & *Prunus virginiana* Control Grants  
Phase II

*Instructions for applicant: Please complete the entire form. Include separate attachments with your application if needed. Funds for this program are made available through the USDA Forest Service, and administered by the DNR Division of Forestry's Community Forestry Program.*

## **1. General Information**

**1.1. Purpose:** The Department of Natural Resources, Division of Forestry, Community Forestry Program (CFP) is issuing this Request for Proposals (RFP) to qualified organizations to submit project proposals for the control of the invasive species *Prunus padus* and *Prunus virginiana* in selected locations across Alaska. The CFP will distribute a total of approximately \$100,000 to non-federal organizations during the 2021 – 2022 field seasons.

Phase II grants are available for competitive awards up to \$25,000.00. These are 100% cost-reimbursable grants.

Project goals include the documentation of prominent *Prunus padus* and *Prunus virginiana* locations, training of additional certified Integrated Pest Management consultants and applicators, and the control/reduction of significant stands of *Prunus padus* and *Prunus virginiana*. Grantees may use some combination of manual, mechanical, and/or chemical control methods to achieve management goals.

Early detection, rapid response, treatment, and control of new or isolated locations of *Prunus padus* and *Prunus virginiana* are also a primary goal.

**1.2. Eligibility:** Groups eligible to submit project proposals include all non-federal organizations, state agencies, local governments, Cooperative Weed Management Areas, Soil and Water Conservation Districts, registered non-profits, local communities, and Alaska Native organizations.

**1.3. Proposal Submittal:** For Phase II projects please submit proposals by April 9, 2021. All completed proposals will be reviewed by a grant committee. Selection criteria will include things like project feasibility, likelihood of effectiveness, location within an area of priority interest to the State and mitigation measures for environmental protection.

**1.4. Target Dates:** The following dates are targets for each step in this selection process. After the proposal submittal deadline, these dates may require adjustment.

- Proposals due: **April 9, 2021**
- Grant review committee reviews proposals: **April 10 – April 23, 2021**
- Projects selected: **April 30, 2021**
- Project timelines and grant agreement finalized: **May 14, 2021**

**1.5. Grant Management:** Management of the grants will be conducted by the Community Forestry Program (CFP).

## **2. Project Eligibility**

The purpose of the Alaska *Prunus padus* and *Prunus virginiana* control grants are to supplement local funds and resources to assist in the control of *Prunus padus* and *Prunus virginiana* infestations in Alaska.

### **2.1. Allowable Costs:**

The following outlines activities and costs for both grant expenditures and cost share contributions.

#### **2.1.1. Eligible Costs:**

- A. Using remote sensing methods such as Treeworks, iTree or other GIS methods to map areas of *Prunus padus* and *Prunus virginiana*.
- B. Purchase of computer software which will aid in the mapping and reporting of the project.
- C. Conducting public outreach activities/events specifically geared toward educating the public about the invasiveness of these two species and alternative, non-invasive ornamental plants.
- D. Community education, multi-media, social media and public outreach material development.
- E. Training of staff necessary to complete the funded project (training must be specified in the grant proposal and agreement).
- F. Project management (planning, administration, and follow-up monitoring).
- G. Hiring crews and/or contracting work to control or reduce *Prunus padus* and *Prunus virginiana* through Integrated Pest Management techniques.
- H. Purchase of materials and supplies for Integrated Pest Management.
- I. Equipment rental or lease (leases must be specified in the grant proposal and agreement).
- J. Organizing community volunteer weed pulls.
- K. Other items as determined by the grant review committee.

### **2.1.2. Ineligible Costs:**

- A. Activities not identified in the proposed grant expenditures or cost share application (exceptions can be granted during the field season with approval from the CFP).
- B. Educational and research organizations proposing projects that do not show tangible, on-the ground benefit.
- C. Organizations seeking funding for litigation or advocacy.
- D. Organizations seeking general operating or programmatic support.
- E. Activities federal agencies are required to perform.
- F. Other items as determined by the grant review committee.

## **3. Proposal Content**

**3.1. Organizational Information:** Provide a brief description of the organization. Identify project leaders and participants, and the responsibilities of involved parties.

**3.2. Project Overview:** In a few sentences, describe the project goal(s) and scope of work to address the existing problem.

**3.3. Partnering Organizations:** Identify partnering organizations for this project and their proposed contributions. Grant applications that include partnerships between local governments and local or regional non-profits are encouraged.

**3.4. Project Details and Activities:** Details regarding invasive plant surveys, treatment, and outreach plans. Please submit as an attachment. Information should include:

- Location of infestations.
- Locations of sloped terrain and erosion control methods.
- Size of infestation (acres).
- Control methods.
- Required permitting from government agencies.
- If proposing the use of herbicides provide proof of certification of field or professional training in Integrated Pest Management. List herbicide application methods and type of herbicides that will be used in the project as well as mitigation methods for environmental protection.

**3.5. Project Timeline:** Provide a timeline of planned activities, deliverables, performance measures, events, etc.

**3.6. Deliverables and Outcomes:**

- Applicant acknowledges that they are required to submit a mid-report and a final report to DNR documenting the activities undertaken, barriers and lessons learned, maps and other relevant graphics, and the deliverables and outcomes achieved.
- Applicant acknowledges that if they issue formal news release it must be vetted by DNR staff and include appropriate recognition of DNR and the USDA Forest Service.
- Successful grantees acknowledge that upon project completion, they will provide a short article telling the story of their project, with references to DNR and the US Forest Service, local project partners, location, purpose, and outcomes, as well as provide 1-2 high quality images to accompany the article.

**3.6.1. Deliverables:** List some desired outcomes and how you will measure success. Provide a bulleted list of project deliverables. Deliverables are tangible products produced throughout the duration of the project.

**3.6.2. Outcomes:** Provide a bulleted list of expected outcomes for the project. Outcomes are qualitative indicators of project success.

**3.6.3. Metrics:** Provide a bulleted list of metrics. Metrics are quantitative measures by which to evaluate project success.

### 3.7. Budget:

**3.7.1. Proposed Expenses:** Complete the supplied Budget Form A and list expenses, matching non-federal funds, and value of in-kind services. You may include your own detailed planning budget to supplement Form A, but it will not be allowed as a substitute for Form A.

**3.7.2. Leverage:** Grant applications that leverage additional work through in-kind services, volunteer labor, and cash are encouraged. Briefly describe any proposed leverage assistance and also list in Form A.

### 4. Contacts

**Email proposal to:**

[communityforestry@alaska.gov](mailto:communityforestry@alaska.gov)

**OR**

**Mail or deliver proposal to:**

Alaska Department of Natural Resources  
Division of Forestry  
Community Forestry Program  
550 W. Seventh Avenue, Suite 1450  
Anchorage, Alaska 99501

**For additional information contact:**

Josh Hightower

Community Assistance Forester

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907-269-8466

**OR**

Jim Renkert

Community Forestry Coordinator

[jim.renkert@alaska.gov](mailto:jim.renkert@alaska.gov)

907-269-8465

#### **Mission of the Alaska Community Forestry Program:**

***Help communities build effective, self-sustaining community forestry programs with strong local support.***

Grant funds provided to the State of Alaska Division of Forestry from the USDA Forest Service.

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