

ROUND 3 COMMUNITY WILDFIRE DEFENSE GRANT TEMPLATE

Suggestions before you begin the application process:

- Read through this document and compile information before you begin your application; identify the project area, scope and budget.
- Aim to have 50% of the application completed by 2/3/25.
- Share a draft of the application for review, no later than the week of 1/27/25 with email to the Alaska CWDG contact: emma.kramer@alaska.gov.

INFORMATION BOXES – NO SCORING IN THESE SECTIONS

Box 1: Proposal Cooperator & Applicant (confirm eligibility in NOFO)

Box 2: Is the Applicant an Alaska Native Corporation or Village?

Box 3: Applicant UEI and current SAMs with expiration date

Box 4: Project name & GIS (Use Planning/Outreach/Fuels in your project name for clarity)

Box 5: Brief Project Overview. 2-4 sentences describing what the project outcome will be. Briefly explain who, what, where & how project will be executed.

Box 6: Grant Component. State the type of grant application that your project is.

Box 7: CWPP Link. Provide a direct link to a current CWPP (less than 10 years old) for the project area(s)

Box 8: At-risk eligibility. Provide a link from [CWDG wildfire risk tool](#) and select “yes” for community eligibility. The community must qualify as “at risk” to apply for funding.

Box 9: Roofing & Building Codes. Suggestion: Add this general Alaska statement

“Yes, the Department of Public Life and Safety (DPS) is the Authority Having Jurisdiction (AHJ) for building codes in Alaska. Local jurisdictions may request a deferral from DPS and enact their own codes if approved. However, in no case are local codes to be less restrictive than the State. Communities granted a deferral, which are more stringent than the States include Anchorage, Palmer, Juneau, Fairbanks, Kenai, Ketchikan, Seward, Kodiak, Sitka, Soldotna, Central MatSu, and the University of Alaska Fairbanks.”

(IF THE APPLICANT COMMUNITY IS NOT IN THIS LIST ABOVE - ADD THIS ADDITIONAL LANGUAGE:

“(Enter project community name here) is not currently noted as a community being granted a local deferral so it must comply with those of the State.”

Box 10: Select yes or no for grant waiver eligibility and share the [CEJST link](#).

Suggested language: “(ENTER ELIGIBLE COMMUNITY NAME HERE), Alaska is considered an underserved community and is eligible to apply for a cost-share waiver. It is identified as “disadvantaged” in the [Climate and Economic Justice screening tool](#).”

Box 12: Budget Table

- Double check the addition in each column and align numbers with corresponding information in Budget Description/Box 13.
- Work with the grant administrator in your organization to determine how the budget should be organized and which columns to use for the funding categories.
- Only include eligible project costs and expenses (refer to the 2025 NOFO).
- Plan for inflation and cost increases as the project will take place in the future.

BOXES 11-17 SCORED FOR 0-10 POINTS

Box 11: Project Description

- 1) Describe what kind of project it is (Planning, Outreach or Fuels).
- 2) Explain in detail; **why** the project is needed, **where** it is, **who** will be doing it, **when** and **how** the project tasks will be completed, and **what** the main objectives are. Use bullets or numbers to organize and support your statements; include # of acres, structures protected etc.
- 3) Explain source and amount of match
- 4) Link to the project area CWPP – [statewide CWPP list](#).
- 5) Tie project to the [National Cohesive Wildland Fire Management Strategy](#)'s three goals:
 - Resilient Landscapes
 - Fire Adapted Communities
 - Safe & Effective Wildfire Response
- 6) Link to Alaska's [Forest Action Plan](#), and connect project intent to any/all of the three National Priorities: Conserve working forest landscapes, protect forests from harm, enhance public benefits from trees and forests:

Fuels project example: *"Alaska's fire seasons are beginning earlier and lasting longer. Fires are larger and more resistant to control because of hotter, drier weather. There is high need for strategic fuels management to help reduce risk to communities and important infrastructure (Alaska Forest Action Plan, p.6)."*

Outreach/prevention project example: *"Educate and involve people regarding forest threats, benefits, and opportunities (Alaska Forest Action Plan, p.2)."*

Planning project example: *"Support forest science, new technology and methods to better understand and manage Alaska's forests and obtain better forest and firerelated information (Alaska Forest Action Plan, p.2)."*

- 7) Use supporting scientific data to express need and urgency of the project. Integrate Alaska climate science from resource links: [Alaska Fire Science Consortium](#), [Alaska's Changing Wildfire Environment](#).
- 8) When possible, link to community specific scientific data and fire history: [Spruce Bark Beetle Outbreak](#), [Alaska Wildland Fire Information](#), [Hazard Fuels Program Story Map](#).

(PRO TIP: Keep returning to this box with revisions as you proceed. Make it clear and persuasive. Tell your community's story; assume the reviewer has never been to Alaska and give a detailed description of relevant weather/climate/remote access etc. to support your need for project funding.)

Box 13: Budget Narrative

Explain each budget line item that is listed in the 'unscored' Box 12 here with a simple explanation.

EXAMPLES:

"PERSONNEL: \$149,658: funding for a long term non-permanent project assistant position with the DOF at \$8,314/month for 18 months. Project assistant will coordinate between local government agencies for CWPP drafting and engage with the public for input on CWPP over life of the grant."

"TRAVEL: \$10,140: 12 round trips for 2 DOF staff from Palmer to Tok at \$845/per trip, to coordinate between the community, contractors and DOF staff and execute project objectives."

Box 14: Accomplishments

Using examples from the table included in the NOFO, provide 'SMART' objectives and explain in detail. 'SMART' = specific, measurable, achievable, realistic and timely.

The project objectives should mirror what the grant funds are used for in the project. Objectives are performance related; acres treated, # of structures protected, households reached, school/HOA outreach engagements, evacuation routes cleared etc.

Box 15: Collaboration

Identify local and state partners and contributors and describe what activities/responsibilities they will have in your project. Make sure to include what positive benefits will come from the collaboration (capacity, skills, knowledge, infrastructure, replicable approach).

Be sure to address who is responsible for wildfire response in the community. Will they be involved in planning or promotion of the project, or use the cleared fuel break areas for safe and efficient wildfire response?

Alaska Interagency Fire Organization Links:

- [Bureau of Land Management \(BLM\).](#)
- [Alaska Division of Forestry & Fire Protection.](#)
- [U.S. Forest Service – Alaska Region Fire & Aviation.](#)
- [Bureau of Indian Affairs – Alaska Region Wildland Fire Management.](#) □ [National Park Service – Alaska Region Wildland Fire.](#)

Make sure to mention who is in charge of emergency response in your community, and if evacuation and response would benefit from your project.

Alaska Local Emergency Manager Links:

- [Municipality of Anchorage Office of Emergency Management \(OEM\)](#)
- [Kenai Peninsula Borough Office of Emergency Management \(OEM\)](#)
- [MatSu Borough Local Emergency Managers](#)
- [Fairbanks North Star Borough Local Emergency Managers](#)
- [Northwest Arctic Borough Office of Emergency Management \(OEM\)](#)
- [Denali Borough Emergency Planning and Management](#)

Box 16: Landscape Impacts

Explain the scale of the project in regard to the region of Alaska that it's located in. Who are the landowners in the region? Is the project near State or National Park land, Alaska Regional Corporation lands, US military, Alaska Railroad, Alyeska Pipeline, etc.? Is it an area that shares access to critical community infrastructure, like communications towers, utilities, state highways or ingress/egress for wildfire and emergency response teams?

Are there other fuels/planning/outreach projects in the region that this new project complements or ties into? If not, is it beginning to respond in an area that has no previous projects but has a high need and can now provide a replicable approach for future projects in the area? Are there other projects that are similar in Alaska but not necessarily adjacent? Explain how this can still be a resource or have lasting positive impacts after the grant period is over.

Box 17: Sustainability

Explain the elements of this project that will be long lasting and give reasons why they will sustain themselves in their regions and communities.

Example for Planning: *“With a new CWPP, our community will have a prioritized list of fuels projects with clear objectives that can efficiently direct our local planners in future funding opportunities.”*

Example for Outreach/Prevention: *“This prevention program will give local kids and families an increased awareness about campfire safety and reduce the number of wildfires that are started locally. Seeing evidence of decreased human ignitions will help support the efficacy of this project and encourage other communities to schedule presentations in their neighborhoods and schools. Local prevention activities like these are key to ensuring that the limited wildfire response resources are used in areas of most need during Alaska’s fire season.”*

Example for Fuels: *“This fuels projects connects the Spruce Heights subdivision to the state highway; the only community route for evacuation and wildfire response. Adjacent fuels projects on the NW section were conducted in 2022 by the local electric utility and will assist in the spread of wildfires towards the subdivision.”*

BOXES 18-21 – PRIORITY POINT BOXES use data from the [CWDG wildfire risk tool](#)

Copy & paste the information from the link in each of the priority boxes. Include a short summary sentence to connect the wildfire risk data with the need for the project.

Box 18: Low Income (10 points): respond yes or no and provide description and link to source.

Box 19: Part 1 - Disaster Declaration (10 points): provide a link to the disaster that occurred in the project area within the past 10 years.

Box 20: Part 2 - Disaster Declaration: clearly explain how the severe disaster increased wildfire risk and/or hazards and was of a scale and scope to have had landscape impacts.

Box 21: High Wildfire Risk (20 points)