

2016 WFHF Application Workshop

- If you can see this first slide you have successfully joined the meeting.
- This slide will be holding point until the workshop begins at 10:00am.
- Take this time to dial into the conference line - see information below.
- Conference line information:
 - Dial: 877-820-7831
 - When prompted enter the participant number: 219 418 #
 - Keep in mind once you join the meeting your phone line will be open to everyone that has already joined the meeting. Please mute your line until the meeting begins. Thanks

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2016 Wildland Fire Hazardous Fuels (WFHF) Application Workshop

- Welcome & Introductions
- Housekeeping



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Purpose and Reason for Workshop

- Walk through the grant application and guidance
 - Grant Criteria and Instructions
 - Administrative and Accounting Requirements
 - Minimum Grant Requirements
 - Additional Grant Considerations
 - Application Submittal
 - Application Instructions including a box by box walkthrough

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Criteria and Instructions

- Overview:
 - Arizona State Forestry will receive funding from the Forest Service and Bureau of Land Management (BLM)
 - The target is mitigation of fire risk in wildland urban interface (WUI) areas through reductions of hazardous fuels
 - Approximate funding of \$1-1.5 million, which AZSF will sub-award
 - The sub-awards are **reimbursement grants**. This means you must incur “charges” upfront and then submit for reimbursement

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Criteria and Instructions

- Overview (cont.)
 - Sub-grants are awarded through a competitive process with emphasis on hazard fuel reduction & community protection
 - Priority will be given to project identified in current Community Wildfire Protection Plans (CWPP) & located adjacent to Forest Service or BLM lands
 - Who is eligible?
 - Fire Departments & Districts, government organizations, universities, & non-profit organizations
 - Individuals & for-profit companies do not qualify
 - Projects must be on non-federal lands

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Criteria and Instructions

- Overview (cont.)
 - Awards limited - minimum of \$5,000 & max \$200,000
 - All projects require minimum 10% non-federal match
 - Fully achievable within 2 years
 - Initial grant awards expected summer 2016 with projects to start work on the ground fall 2016
- Recipients will not be reimbursed for any costs incurred prior to execution of final grant award

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Criteria and Instructions

- Goal
 - Fuel reduction projects & vegetation treatments as a means of mitigating wildfire hazards
 - Remove, modify, or break up fuels to lessen catastrophic fire
 - Priority given to project adjacent to existing or planned USFS or BLM hazardous fuels projects

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Project Priorities

Request For Grant Applications

Project Priorities:

To be most effective on a large scale, fuel treatments should complement and be coordinated with adjacent treatment work on neighboring lands - regardless of ownership. All organizations are urged to communicate with adjacent landowners and collaborate on project goals, planning, and implementation wherever possible. The Arizona State Forestry and partners have identified specific areas of non-federal lands considered to be a priority for protection of Arizona communities. Local US Forest Service and BLM staff should be able to provide information and maps about their current and planned projects in your area. Priority areas adjacent to National Forests and BLM lands in Arizona are outlined below and projects in these areas will receive priority, though other project areas may also be considered.

National Forest Areas:

- **Apache-Sitgreaves National Forests:** Areas adjacent to Apache-Sitgreaves National Forests with specific interest in projects that protect wildland/urban interface communities. This includes priority areas and projects identified in four area Community Wildfire Protection Plans: the Apache National Forest Communities CWRP, Sitgreaves National Forest Communities CWRP, Greenlee County CWRP, and Blue Ridge Area CWRP.
- **Coconino National Forest:** Areas within the Greater Flagstaff and Blue Ridge CWRPs. Specific priorities include Flagstaff and surrounding areas including the communities of Munds Park, Hart Prairie, Mormon Lake, Sedona, Oak Creek, East Creek, and Blue Ridge Subdivisions.
- **Coconado National Forest:** Areas adjacent to the Coconado National Forest with specific interest in projects protecting the areas of Coakle, Mount Lemmon, Sonotta Elgin, Patagonia, Sierra Vista, Portal, Malheur Canyon, Coohse Stronghold, Ranney Canyon, Dragoon Mountain Estates, Wiergate, Ash Creek, High Creek, and surrounding areas. Additional areas identified in newly developed CWRPs for Pima and Cochise Counties are also a priority.
- **Kahab National Forest:** Priority areas identified within the Tusayan and Williams Area CWRPs which are directly adjacent to fuel treatment projects on National Forest land. This includes the communities of Williams, Parks, Tusayan and surrounding areas.
- **Prescott National Forest:** Priority areas within the Yavapai CWRP which are directly adjacent to fuel treatment projects on National Forest land. This includes communities within the Prescott basin and neighboring communities of Walker, Mayer, and Crown King. It also includes the communities of Whitot, Ponderosa Park, Downing Park, Cheney, Dewey-Humboldt, and Williamson Valley.
- **Toiyah National Forest:** Areas within the Payson, Pleasant Valley, and Globe Ranger Districts with predominantly Ponderosa Pine and Piñon-Juniper forest types. This includes areas surrounding the communities of Payson, Pine-Strawberry, Christopher Creek, Huxter, and areas within the Myrtle Project area. It also includes the communities of Colcord Estates, Ponderosa Springs, Sherwood Forest, Parallel Canyon, Nail Ranch, Baxton Camp, and the Fish Industry.

Bureau of Land Management Areas:

- **BLM:** Areas adjacent to US Department of Interior Bureau of Land Management lands in Arizona, with specific interest in Wildland/Urban Interface (WUI) projects identified as priorities of local CWRPs or coordinated with adjacent BLM implemented projects.
- In addition to other locations across Arizona, this includes identified WUI areas in:
- **Northern Arizona** including those within the Hualapai Mountains, along the Virgin River corridor, and within the Subapi Plateau such as Pinalo Valley, Arkansas Ranch, and White Sage.
 - Identified WUI areas in **central Arizona** such as portions of the Gila River corridor in western Maricopa County and portions of the Mayer corridor in Yavapai County - including Mayer, Yamel, Whitot, Peepses Valley, Dewey, and Shaul Valley.
 - WUI areas in **western Arizona** along the Colorado River corridor such as Yuma, Parker, and Martinez Lake.
 - WUI areas in **southern Arizona** such as Bisbee, Sonotta, Elgin, Casabiel, Palominas, Hereford, Banner Creek, and other areas identified in the newly developed Cochise County and Pima County CWRPs.

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Criteria and Instructions

- Examples of projects that DO qualify
 - Defensible space around homes & structures
 - Shaded fuel breaks
 - Fuels reduction beyond defensible space
 - Removal of slash including piling & burning; mulching; grinding
 - Prescribed fire

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Criteria and Instructions

- Examples of Projects that DO NOT qualify
 - Info & education programs
 - Preparedness & suppression capacity building
 - Website, GIS, & database projects
 - Projects that only include assessment activity
 - General landscape maintenance: mowing, regular trimming, leaf/needle raking, etc.
 - Projects that include purchase of capital equipment (valued over \$5,000 per item)

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Administrative & Accounting Requirements

Grantee Structure	Administrative Requirements	Cost Principles
Non-Profit Organization	2 CFR 200 - <i>New !</i>	2 CFR 200 - <i>New !</i>
Local and Tribal Governments	State and Federal laws, regulations	2 CFR 200 - <i>New !</i>
State Agencies	State and Federal laws, regulations	2 CFR 200 - <i>New !</i>
Universities	2 CFR 200 - <i>New !</i>	2 CFR 200 - <i>New !</i>

All CFR and OMB documents are available online at:
 CFR (Code of Federal Regulations) – www.ecfr.gov
 OMB (Office of Management and Budget) - www.whitehouse.gov/omb/grants
 If grantee needs assistance in obtaining any of these documents in electronic or printed form, please contact your Arizona State Forestry representative.

Specific implementation of Administrative Requirements will also depend on whether projects are awarded as subgrants of USDA Forest Service, DOI Bureau of Land Management, or other funds. Determination of the funding source and federal requirements will be clearly identified in final award documents.

No costs will be reimbursed for expenses incurred before a formal award agreement has been finalized and signed by all parties.

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Minimum Grant Requirements

- Application must be complete & submitted on time
- Applicant must be a qualifying organization
- Grant request must be more than \$5,000 & not exceed \$200,000
- Project must meet the 90/10 match requirement
 - 10% non-federal matching investment
- Physical work done by individual landowners & family members can not be reimbursed
 - Ok for match
- Project must be well-defined and measurable
 - Specific land and landowners must be identified

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Additional Grant Considerations

- Project focus on fuels mitigation to protect communities at risk
- CWPP in place which identifies project as a local priority
- Project complements adjacent USFS or BLM projects

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Additional Grant Considerations

- Project is within areas prioritized by Arizona State Forestry (page 9)
- Project Plan is reasonable – budget, timeline, goals, etc.
- Collaborative planning & implementation is clearly identified

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Additional Grant Considerations

- Sufficient capacity identified to successfully complete project
- Future project maintenance planned

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Application Submittal

The standard application form (a Microsoft Word form) must be completed and submitted electronically to the Arizona State Forestry **by March 4th 2016.**

Email Address: grants@azsf.gov

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Application Submittal

If the application cannot be transmitted electronically, it may be delivered in person or by mail.

It must be received at Arizona State Forestry by the due date.

- **Postal Address:**

Arizona State Forestry
WFHF Grant Program
1110 West Washington, Suite 100
Phoenix, AZ 85007

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2016 Arizona WFHF Application Instructions

Request For Grant Applications

Arizona State Forestry



Wildland Fire Hazardous Fuels
Grant Program (WFHF)

**ARIZONA FY2016
REQUEST FOR GRANT APPLICATIONS**

Application Deadline:
Applications must be received at:
Arizona State Forestry
WFHF Grant Program
1110 West Washington, Suite 100
Phoenix, Arizona 85007

No Later than: [March 4, 2016](#)

Arizona WFHF Grant Program - 2016 Page 1 of 9

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For Official Use Only:

**2016 Arizona Wildland Fire
Hazardous Fuels Project Application**

FOR OFFICIAL USE ONLY	
Grant Dollars Requested:	\$ 0
Proposed Matching Share:	\$ 0
Total Project:	\$ 0

The “For Official Use Only” box will populate automatically when using the fillable form.

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Applicant Information: Box 1

- Box 1 – Applicant Information
 - DUNS Number - A DUNS number may be obtained at no charge from D&B by telephone (currently 866-705-5711) or the Internet (currently at <http://fedgov.dnb.com/webform>).

Applicant Information		
1	Applicant / Organization:	
	Organization Type:	
	Contact Person:	DUNS#:
	Address:	
	City/Zip Code:	
	Phone (Work/Cell):	
	Email:	
	Fax:	

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Project Summary: Box 2

- Communities directly affected
- Duration of project
- Number of acres treated
- Acres Identified
- Estimated cost per acre
- Adjacent to USFS or BLM

Project Summary	
PROJECT NAME: <input type="text"/>	
County: <input type="text"/>	Congressional District: <input type="text"/>
Latitude (decimal degrees): <input type="text"/>	Longitude (decimal degrees): <input type="text"/>
Number of Communities directly affected by this project: <input type="text"/>	
Community Names: <input type="text"/>	
Planned duration of this project? (check one): <input type="checkbox"/> 1 Yr <input type="checkbox"/> 2 Yrs	
Is this a new project? (check one): <input type="checkbox"/> Yes <input type="checkbox"/> No	
2 Land ownership of project area – private, state, tribal, etc (list all that apply). <i>If on federal land, cannot be funded.</i>	
<input type="text"/>	
Number of acres to be treated: <input type="text"/>	Number of acres specifically identified: <input type="text"/>
Number of residences affected: <input type="text"/>	Estimated cost per acre (including match): <input type="text"/>
Is this project adjacent to USFS Lands? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Link: BLM List</i>	
Is this project adjacent to BLM Lands? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Link: BLM List</i>	
Which of the communities affected by this project are on Arizona's Communities-At-Risk list? <input type="text"/>	
Which of the communities affected by this project are currently FIREWISE USA recognized? <input type="text"/>	

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Community Wildfire Protection Plan: Box 3

- Is this project included in a CWPP?
- If so, has it been identified as a priority?
- Explain in detail and use specific examples
- Reference page numbers & or attached CWPP support

Community Wildfire Protection Plan	
Is this Project within an approved CWPP which follows the Healthy Forest Restoration Act guidelines: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In Development	
If CWPP "In development" – please describe the status and expected completion date: 300 characters max <input type="text"/>	
3	CWPP Name: <input type="text"/>
Is the project area identified <u>as a priority</u> within the CWPP: <input type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please explain (attach brief/relevant CWPP maps or documentation that identifies this project): 400 characters max <input type="text"/>	

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Project Overview & Area Description: Box 4

- Brief overview of project
 - Description
 - Project area
 - Describe veg type
- Clearly show the need for the work
- Be detailed
- Reference your attached map
- Describe USFS or BLM adjacency

Project Overview and Area Description	
<small>All information for the project must fit into the allotted character space provided below.</small>	
<small>Provide a brief overview of the project, project area(s), vegetation types, and the need for work in the proposed areas. For each area include planned treatment acres and clearly describe adjacency to USFS or BLM land. Include detail about how the project areas are identified and ready for treatment.</small>	
<small>3500 characters</small>	
4	

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Scope of Work: Box 5

- Exactly how grant dollars will be spent
- Specific details of project
- Exactly what will be done
- Who will be doing work

Scope of Work	
<small>All information for the project must fit into the allotted character space provided below.</small>	
<small>Provide a scope of work which clearly describes how grant funds will be spent. (This should be more specific than the Project Overview.) Break out by task and fit into total project budget (Box 7).</small>	
<small>3500 characters</small>	
5	
 <p>You get 3500 characters use them!</p>	

example: A 300 foot wide 20 miles long fuel break measuring 727 acres will be created around the perimeter of Firesafe Village. A brush masticator will be used where possible and hand crews from the Firesafe Contracting service will complete the work in other areas. Approximately 125 individual lots measuring 31 acres will be treated using hand crews. The hand crews will create adequate defensible space around the homes. Following completed treatments a post inspection will be done to verify accomplishments. This project will treat a total of 758 acres.

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Project Timeline: Box 6

- Timeline for entire project
- Include begin/end dates, milestones, quarterly accomplishments
- Consider things like weather, fire season and capacity

Project Timeline	
All information for the project must fit into the allotted character space provided below.	
Provide a <u>timeline</u> for the entire project. Include benchmarks; begin/end dates, planned quarterly accomplishments, acres completed, etc. 900 characters max	
6	

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Total Project Budget: Box 7

- Boxes total automatically
- Narrative detail shown in boxes 8 and 9
- No capital equipment

Total Project Budget (by expense type)				
Budget Detail (Provide additional detail in Block #5)	Grant Share (narrative breakdown in block #8)	Match (contributor & narrative breakdown in block #9)		TOTAL
		Dollars	In-Kind	
Administrative Labor:	\$0	\$0	\$0	\$ 0
Project Labor:	\$0	\$0	\$0	\$ 0
Fringe Benefits:	\$0	\$0	\$0	\$ 0
Project Related Travel:	\$0	\$0	\$0	\$ 0
Non-capital Equipment:	\$0	\$0	\$0	\$ 0
Supplies:	\$0	\$0	\$0	\$ 0
Contractual:	\$0	\$0	\$0	\$ 0
Other:	\$0	\$0	\$0	\$ 0
TOTAL:	\$ 0	\$ 0	\$ 0	\$ 0

Example:

Grant Request:	\$200,000	(90%)
Local Match Investment:	\$22,223	(10%)
Total Project Investment:	\$222,223	(100%)

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Grant Share Breakdown: Box 8

- Detail by category
- Show how to calculate each category total
- Identify any special budget details here

Grant Share Breakdown	
<small>All information for the project must fit into the allotted character space provided below.</small>	
Provide a detailed grant share explanation for the project. Please specify budget detail by category and the dollar amount. Include any additional information regarding special budget detail in this section.	
<small>900 characters max</small>	
8	

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Match Breakdown: Box 9

- Detail by category
- Breakdown by contributor
- Hard vs. Soft Match

Match Breakdown	
<small>All information for the project must fit into the allotted character space provided below.</small>	
Provide a detailed match explanation for the project. Please specify each match contributor and the dollar amount or value (In-Kind) of each contribution. Applications will be disqualified if sufficient match is not identified. Federal dollars DO NOT qualify.	
<small>900 characters max</small>	
9	

- *Matching investments will require the same support documentation as reimbursable project costs*

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Capacity: Box 10

- Describe applicant & Partner capacity
- Reference prior completed or in progress projects
- Who: manage, on the ground work, & reporting

Capacity	
<small>All information for the project must fit into the allotted character space provided below.</small>	
10	<p>Briefly describe the applicant and partner capacity to complete this project as proposed. Describe who will be managing the project, doing the work, completing reports, etc. 800 characters max</p>

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Project Collaboration: Box 11

- Collaborative planning & implementation
- Describe relationship between adjacent Forest
 - USFS or BLM
- Priority Project?
- Listed on RFA pg9?
- Contact names
- Letters of support
- What role will your listed partners play in the project

Project Collaboration	
<small>All information for the project must fit into the allotted character space provided below.</small>	
11	<p>Has this Project or Project Area been identified as a priority by an adjacent National Forest or the Bureau of Land Management? If this project complements a particular project on federal lands – please specify: 200 characters max</p>
	<p>If you are collaborating with an adjacent National Forest or the Bureau of Land Management (BLM), who is your primary contact person: 50 characters max</p>
	<p>Provide an overview of the collaboration with others in the planning of this project. Describe briefly the contributions each partner will make (i.e. – donating time/equipment, funding, etc.) Letters of support are encouraged. 500 characters max</p>

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Project Longevity/Maintenance: Box 12

Project Longevity / Maintenance	
All information for the project must fit into the allotted character space provided below.	
Clearly explain how this project will remain effective over time without additional grant support.	
12	600 characters max

- How this project will remain effective over time without reliance on additional federal or state funding
- Once the acre has been counted as complete, it will not be available for more treatment with future grant funding

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Attachments:

Required Attachment(s):	<input type="checkbox"/> Project Overview Map (Maximum of 1 page – 8 ½ x 11)
	<input type="checkbox"/> Detailed Parcel Map(s) or list (Maximum of 4 pages – 8 ½ x 11)
Permitted Attachments: Check all that apply	<input type="checkbox"/> CWPP Priority Documentation (Maximum of 5 pages – 8 ½ x 11)
	<input type="checkbox"/> Letters of Support (Maximum of 5)

- Required Attachments
 - Project Overview Map (max 1 page)
 - Detailed Parcel Map(s) or List (max 4 pages)
- Permitted Attachments
 - CWPP Priority Documentation (max 5 pages)
 - Letters of Support (max 5 pages)

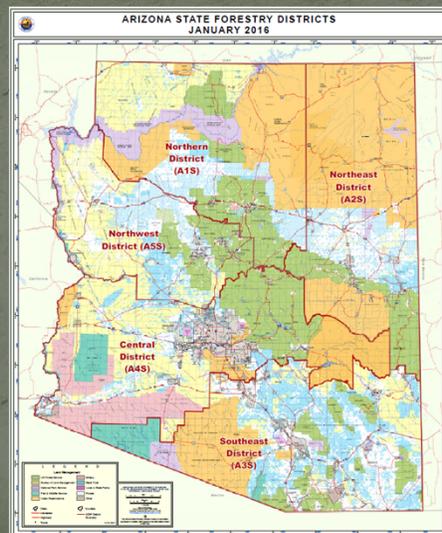
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Contact Information

- Grants Manager
Glen Buettner
602-771-1410
GlenBuettner@azsf.gov
- Grants Specialist
Robert Elliott
602-771-1422
RobertElliott@azsf.gov
- Lead Grants Specialist
Joshua Hudson
602-761-0285
JoshHudson@azsf.gov
- Grants Specialist
Willie Sommers
602-771-1405
WillieSommers@azsf.gov

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District Locations and Boundaries



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District Contact Information

- Northern District Forester
Aaron Green
928-774-1425
AaronGreen@azsf.gov
- Southeast District Forester
Gene Beaudoin
520-628-5486
GeneBeaudoin@azsf.gov
- Northwest District Forester
Russ Shumate
928-778-9567 x-1
RussShumate@azsf.gov
- Central District Forester
John Truett
623-445-0274 x-236
JohnTruett@azsf.gov
- Northeast District Forester (Acting)
Gene Beaudoin
520-628-5486
GeneBeaudoin@azsf.gov

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Where to find the Application & RFA <https://azsf.az.gov/grants/hazard-fuels/wfhf>

Arizona State Forestry

NEWSROOM FIRE FORESTRY AND COMMUNITY FORESTRY GRANTS ABOUT US

Home » Grants » Mitigation Grants » Wildland Fire / Hazardous Fuels Grants

Wildland Fire / Hazardous Fuels Grants

[Mitigation Grants] [SFA / WUI Grants] [WFHF Grants] [HMGF-FMAG Pilot]

WILDLAND FIRE HAZARDOUS FUELS GRANTS

The Wildland Fire Hazardous Fuels (WFHF) grants focus on hazard fuel reduction and community protection. Priority projects are adjacent to National Forest and Bureau of Land Management lands in Arizona and emphasize protection of identified communities at risk of wildland fire. Fire departments, local governments, educational institutions, and non-profit organizations qualify.

Applications for the 2016 grant cycle are due by March 4, 2016.

For the past program information and application, please download the following documents:

- 2016 WFHF Request For Grant Applications (Guidance/Instructions)
- 2016 WFHF Application Form

State Forestry will be hosting a Grant Application Q&A session on Wednesday, February 10, 2016 at 10:00AM. This will be a teleconference/webinar and space may be limited. Please contact grants@azsf.gov by Feb. 5th for more information, or to register.

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Thank You

- Q & A
- Please fill out the questionnaire



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