

Arizona State Forestry



Western States Wildland Urban Interface State Fire Assistance Grant Program (SFA)

ARIZONA FY2017 REQUEST FOR GRANT PROJECTS

Application Deadline:

Applications must be received electronically via email at

Arizona State Forestry: grants@azsf.gov

No Later than: July 29, 2016

Criteria and Instructions

2017 Wildland Urban Interface / SFA Grant Program

Overview: The Arizona State Forestry Division is accepting project proposals for the 2017 Western Wildland Urban Interface Grant Program. Projects proposed for private, state, and tribal lands within Arizona are eligible for this grant program. The Project Submittal Form and instructions may be downloaded from the "Grants" section of the AZ State Forestry website at: <https://azsf.az.gov/grants/hazard-fuels/sfa>

Funding for this program is made available to the State of Arizona by the US Forest Service through a competitive process conducted across the western United States. Funding levels for 2017 have not been determined, but are anticipated at up to approximately \$1.5 million for Arizona projects. The grant program has the following goals:

- 1) Reduce Hazardous Fuels and Restore Fire-adapted Ecosystems
- 2) Improve Prevention and Education in the Interface, and
- 3) Community Wildfire Protection Planning.

NEW for 2017: *The highest priority projects will be selected, refined in close coordination with applicants, and incorporated into a limited number of Arizona State Forestry grant applications to be submitted to the US Forest Service for regional funding competition. Final Arizona State Forestry applications are expected to be collaborative projects, to include multiple community partners, and to have significant Arizona State Forestry partnership. This outreach is designed to identify local organizations for Arizona State Forestry to partner with in development of final grant applications.*

Project proposals will be evaluated using the criteria below. Award announcements are anticipated in summer of 2017, though communication with potential partners will begin during summer of 2016. Individual project components and partner awards will be limited to a maximum of \$200,000 per project. Depending on available funding and the number of proposals, some projects may be offered only partial funding. Qualifying organizations may submit more than one project proposal; however the number of awards to each organization may be limited.

Final grant applications from Arizona State Forestry are required to demonstrate non-federal match equal to the grant funds requested (1:1). All project partners will be expected to contribute to this overall match to the best of their ability: the target will be a 1:1 non-federal match investment for each project partner (50% grant / 50% match), though some partners may be able to provide more or less than the targeted match. Projects must be fully achievable within 2 years from award date.

Once awarded, grant funds will be dispersed on a reimbursement basis - after the sub-grantees incur costs and report accomplishments and expenses to Arizona State Forestry; required on a quarterly or more frequent basis. It is anticipated that each approved project will be funded by Arizona State Forestry as a subaward of USDA Forest Service grant funds (CFDA # 10.664). Recipients will not be reimbursed for any costs incurred prior to execution of a final grant agreement with Arizona State Forestry. Do not begin project work prior to completion of a formal agreement and acknowledgment of all terms and conditions.

Grant Considerations:

The following considerations will serve as major criteria in determining selection of projects to be included in the final Arizona State Forestry grant applications. Additional guidance is offered within the included proposal form:

- Projects are in areas of Arizona that are at high risk from wildland fire. **This year's focus will be on the WUI landscapes identified in the map at the end of this document.** Proposals from these areas present an excellent opportunity for collaborative efforts with Arizona State Forestry and other partners.
- Proposals should clearly define the scale of the project and relationships with past, present, and future projects in the area.
- Proposals should clearly describe how the budget will be spent to meet the project goals and objectives.
- Projects should identify a clear link to an existing community plan, or be consistent with Arizona's Forest Action Plan or goals of the national Cohesive Wildfire Strategy.
- Project should be well-defined and measurable – and clearly define how the project will be accomplished.
- The project timeline is clearly described and work can be achieved within 2 years of award.
- Future project maintenance is planned without reliance on additional federal or state funding.

Minimum Grant Requirements:

The following criteria must be met for consideration of proposals:

- **Project proposal must be complete and received on time:**
Project applications must be received by the date due.
- **Applicant must be a qualifying organization:**
Eligible organizations include Arizona fire departments and fire districts, governments (state, county, local, etc), universities, and non-profit (501-c3) organizations. Individuals and for-profit companies are not eligible.
- **Proposals must address one or more of the three project categories:**
 - 1) Reduce Hazardous Fuels and Restore Fire-adapted Ecosystems
 - 2) Improve Prevention and Education in the Interface
 - 3) Community Wildfire Protection Planning
- **Grant request may not exceed a maximum of \$200,000:**
Grant funding will be made on a reimbursement basis after costs are incurred and will require quarterly progress reporting by grant recipients. Only eligible costs may be reimbursed
- **Projects may be planned for a maximum of two years:**
Projects are expected to start soon after awards are finalized in 2017, and projects that can be initiated quickly after award will be given a priority.
- **Project work done by individual landowners and family members:**
Physical work done by individual landowners and family members on their own property will not be reimbursed, but may be documented as an in-kind portion of the required match.

Administrative and Accounting Requirements:

Successful applicants must comply with all regulations pertaining to Federal Grants. It will be the sub-grantee's responsibility to develop, document, administer and manage the grant in accordance with all applicable Federal and State laws including the Federal Government Single Audit Act and all relevant Office of Management and Budget (OMB) circulars. Sub-grantees will be subject to the OMB requirements and guidance in subparts A through F of 2 CFR 200 as adopted and supplemented by USDA in 2 CFR part 400.

CFR (Code of Federal Regulations) – <http://www.ecfr.gov> . If grantee needs assistance in obtaining any of these documents in electronic or printed form, please contact Arizona State Forestry for assistance.

All project expenses and matching investments must be incurred, paid, and adequately documented before reimbursement of costs will be made. Approved project expenses will be supported by source documentation; such as canceled checks, paid bills, payroll records, time and attendance records, contracts, etc. Reimbursement of funds may take from 30-60 days once approved by Arizona State Forestry.

All records for awarded grants must be maintained for five (5) years following final payment or longer if required by law. An audit requirement for all federal grantees is now provided in the new Code of Federal Regulations: 2 CFR 200.

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

Project Submittal Instructions:

The Project Submittal Form is in MS Word format and is fill-in enabled. If you do not have software capable of reading this form, please contact Arizona State Forestry.)

1) All blocks are fill-in enabled and character locked. All information must fit into the allotted box space. **Forms that have been modified for any reason will be considered ineligible by the review committee.**

2) Proposal guidelines by box number: (All boxes must be filled in on the application. If a box does not apply to your project, please indicate with an NA.)

- **Box 1 – Applicant Information**
- **Box 2 – Project Summary**
 - **Project duration:** *If funded, how many months will the project require for implementation? (The maximum is 24 months)*
 - **Project Goal:** Project must clearly align with one of the program goals. There is no additional consideration for including multiple goals. It is most important that the project is clearly defined and that outcomes will support one of these identified priorities. If efforts are proposed to address multiple goals (fuels, prevention, planning...) you may submit a separate project proposal for each.
 - **Treatment Acres:** For fuel reduction projects, identify the total number of acres that are proposed for treatment with the requested funds. Also identify the number of these proposed acres that have been specifically identified and have support from the individual landowners. Provide more details in the Project Overview section, Box 3.
 - **Residences Affected:** For fuel reduction projects, how many homes will have increased protection as a result of the proposed project.
 - **Plan Implementation:** Does the project implement recommendations in a local CWPP (Community Wildfire Protection Plan), the State Forest Action Plan, or the National Cohesive Wildfire Strategy? Provide more details in the Project Overview section, Box 3.
- **Box 3 – Project Overview and Description:** Include details about how the project will meet one or all of the following goals: reduce hazardous fuels, improve prevention and education, or assist in community wildfire protection planning.
- **Attachments:** Attachments up to a total of 5 – standard 8 x 11 pages *are allowed. For fuel treatment projects, this should include maps that show the overall project area and as much detail as possible. For other types of project, please provide any relevant materials that will support understanding of the project proposal.* Use the short space to briefly describe the attachments.
- **Box 4 – Project Budget:** The totals in these boxes will add automatically when all data is entered into the fields. (It is recommended you check all numbers add up correctly. If the total didn't add correctly go back and tab through each box and see if that fixes the addition. Match includes both dollars expended and contributions from outside parties (In-kind). Federal funds or resources are not eligible for match calculation.
- **Box 5 – Grant Funds Breakdown:** What are the grant funds needed for? Provide a detailed explanation of how the grant funds will be used. Please specify dollar amount and budget detail by category. Include any additional information regarding budget calculations in this section.
- **Box 6 – Match Breakdown:** Provide a detailed explanation of the MATCH for the project. Please specify each match contributor and the dollar amount or value (In-Kind) of each contribution. Equal match (1:1) is the target, but please outline any match you believe you will provide – even if is below or above this target. Federal dollars DO NOT qualify as match.

Additional Notes:

- Information about **Arizona's Forest Action Plan** (Arizona Forest Resource Strategy), as referenced in the application instructions, may be found on the Arizona Forestry website:
<https://azsf.az.gov/forestry-community-forestry>
- The **National Cohesive Strategy** as referenced in the application instruction focuses on three key areas: *Restore and Maintain Landscapes, Fire Adapted Communities, and Response to Fire*. See their website:
<http://www.forestsandrangelands.gov/strategy>
- The program cannot approve purchase of any **capital equipment** with these grant funds. Do not include purchase of items costing \$5,000 or more per unit in the proposed budget.
- Proposed funding cannot be used for maintenance of fuels projects previously funded with federal dollars, and the proposal should include plans for how the project will remain effective over time without reliance on future federal or state grant funding.

Application Submittal:

- Each project submission will include:
 1. A completed **2017 Project Submittal Form** (MS Word document)
 2. Optional **attachments** (up to 5 – 8x11 pages)
- Proposals and attachments must be received via email at Arizona State Forestry by: **July 29, 2016**
- **Email to:** grants@azsf.gov
- If the application cannot be transmitted electronically, please contact the Grants Manager at (602) 771-1410 or by email at grants@azsf.gov

Applicants are encouraged to discuss project concepts with the local Arizona Forestry District office in your area. Application questions should be directed to the Arizona State Forestry State Grants Program Office or the District Manager in your area:

Arizona State Forestry – State Grants Program Office

1110 West Washington, Suite 100
Phoenix, Arizona 85007
(602) 771-1400

Arizona State Forestry - District Offices

Northwest District

1133 West Road 3 North
Chino Valley, AZ 86323
928-778-9567

Northern District

3650 Lake Mary Rd
Flagstaff, AZ 86001
928-774-1425

Northeast District

3048 White Mountain Blvd.
Pinetop, AZ 85935
928-367-0313

Central District

2901 W Pinnacle Peak Rd
Phoenix, AZ 85027
623-445-0274

Southeast District

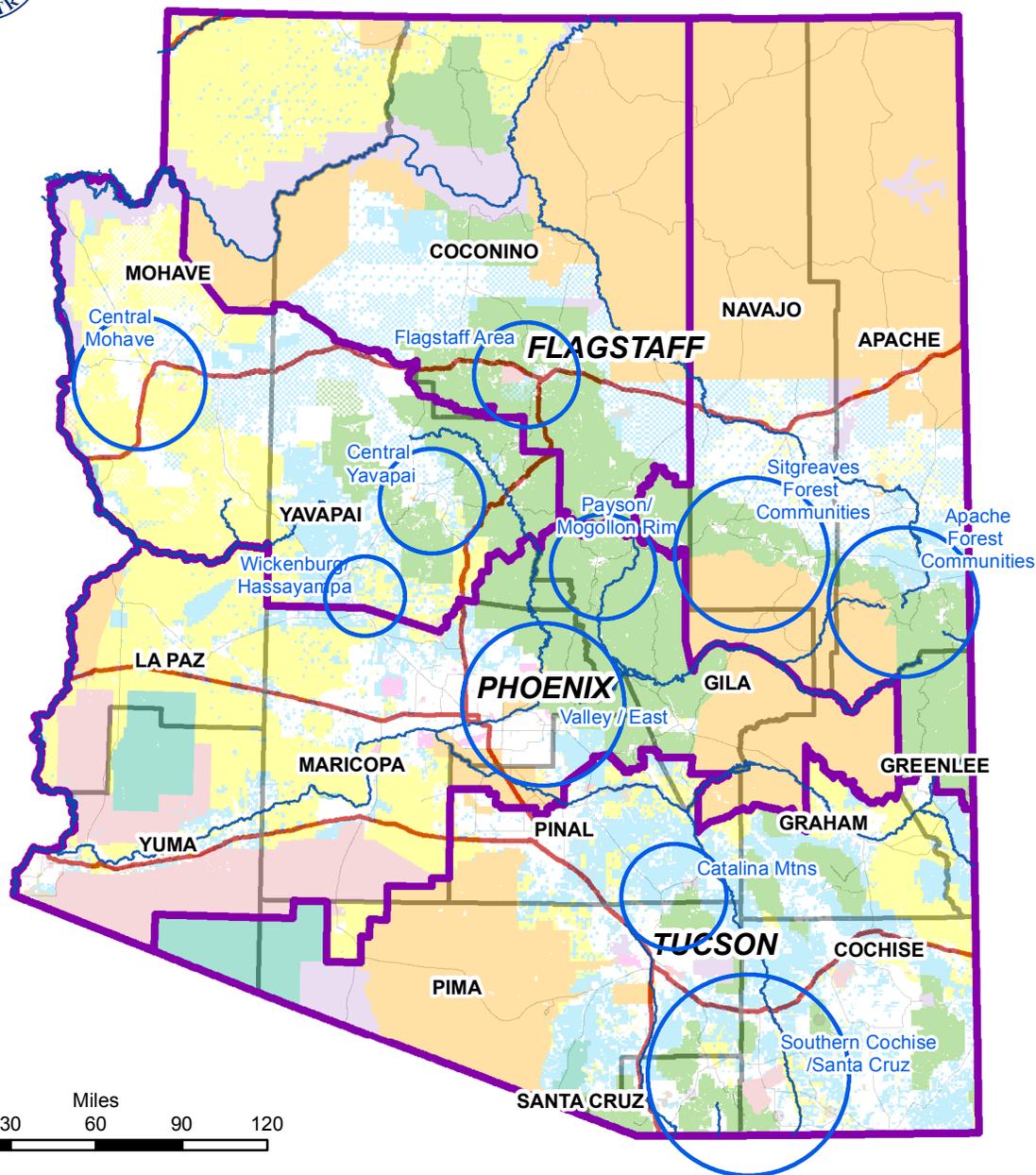
3740 E. 43rd Place
Tucson, AZ 85713
520-628-5480

The attached map identifies several areas of Arizona with known wildfire risk to multiple communities. Proposals from these areas present an excellent opportunity for collaborative efforts with Arizona State Forestry and other partners.

Project submittals from all areas of the state will be considered – and are encouraged.



Arizona WUI Landscapes



WUI Landscapes

North

Flagstaff Area

WUI communities such as Flagstaff, Williams, Parks, Blue Ridge, and others.

Northeast

Sitgreaves Forest Communities

Communities such as Pinetop-Lakeside, Show Low, Heber-Overgaard, Linden, Pinedale, and others.

Apache Forest Communities

Communities such as Greer, Green's Peak, Alpine, Nutrioso, and others.

Southeast

Catalina Mountains

WUI communities such as Oracle, Oracle Junction, Catalina, Mt Lemmon, and others.

Southern Cochise/Santa Cruz

Communities such as Bisbee, Cochise Stronghold, Miller Canyon, Rio Rico, Patagonia, and others.

Central

Payson / Mogollon Rim

Communities such as Payson, Pine-strawberry, Christopher Creek, Whispering Pines, and others.

Valley / East

WUI communities in eastern Maricopa, southern Gila, and northern Pinal counties such as Buckeye, Black Canyon City, Superior, Top of the World, Globe, Florence, Kearny, Winkelman, and others.

Northwest

Central Yavapai

WUI communities in and near the Prescott basin such as Prescott, Prescott Valley, Mayer, Dewey-Humboldt, and others.

Central Mohave

Communities such as Pine Lake, Pinion Pine, Hualapai Mtns, Mohave Valley, and others.

Wickenburg/Hassayampa

Communities such as Wickenburg, Congress, Yarnell, Peoples Valley, and others.