

# Application for Title II Funds, 2009, Bureau of Land Management, Medford District:

**(Applications are due by Friday, February 13, 2009.)**

## Background

The Secure Rural Schools and Community Self-Determination Act (P.L. 110-343) provides Federal funds to counties that traditionally have been supported by timber payments. These payments make up for the loss in timber payments caused by the dramatic decline in timber harvest on Federal lands that occurred in the 1990s. Title I of the Act makes the majority of the funds (approximately 85 percent) available to counties to support schools and infrastructure. Titles II and III make funds available for a variety of activities that benefit Federal lands and resources in the benefiting county. Title III funds are managed by county governments and are available to organizations for a variety of activities including search and rescue on Federal lands and wildfire prevention planning. For more information on Title III funds contact your respective County Commissioners' Office.

Title II funds are managed by Federal agencies. However, a Resource Advisory Committee, made up of local citizens, recommends how the funds may be spent. The Act defines a wide variety of activities that can be accomplished with Title II funds. In addition, it does not limit project applicants to federal agencies such as the BLM. Any organization or landowner may submit an application. However, the project must benefit Federal lands or resources. The Act defines the purposes of Title II funds as follows:

1. To make additional investments in, and create additional employment opportunities through projects that improve the maintenance of existing infrastructure, implement stewardship objectives that enhance forest ecosystems, and restore and improve land health and water quality. Such projects shall enjoy broad-based support with objectives that may include, but are not limited to:
  - Road, trail, and infrastructure maintenance or obliteration
  - Soil productivity improvement
  - Improvements in forest ecosystem health
  - Watershed restoration and maintenance
  - Restoration, maintenance and improvement of wildlife and fish habitat
  - Control of noxious and exotic weeds
  - Reestablishment of native species
2. To improve cooperative relationships among the people that use and care for Federal lands and the agencies that manage these lands.

The Act further encourages the BLM to work with a variety of partners to accomplish projects:

Project funds may be used by the Secretary of the Interior for the purpose of entering into and implementing cooperative agreements with willing Federal agencies, State and local governments, private and nonprofit entities, and landowners for protection, restoration and

enhancement of fish and wildlife habitat, and other resource objectives consistent with the purpose of this title on Federal land and on non-federal land where projects would benefit the resources on Federal land.

### Application Due Date & Submittal Process

The application instructions are included below in this document. **Applications are due by Friday, February 13<sup>th</sup>, 2009.** The application forms and instructions on how to fill out the forms are available at the Medford BLM District Office website, at <http://www.blm.gov/or/index.php>. All applications must be electronically submitted to BLM by the due date specified above. Applications may be e-mailed to the address below, or delivered on a Computer Disk to the BLM front desk (Attention: Title II Program Coordinator).

Address: Bureau of Land Management  
Attention: Title II Program Coordinator  
3040 Biddle Rd.  
Medford, OR 97504

Phone: (541) 618-2417 (program coordinator)  
(541) 618-2200 (front desk)

E-mail: [Medford\\_Mail@blm.gov](mailto:Medford_Mail@blm.gov) , include "Title II..." in the Subject Line.

If you do not have access to a computer and/or the internet, such as at a library, then please contact the Title II Program Coordinator at BLM to get help with submittal of a project application (see phone number above). BLM staff is available to work with you in coordinating your project application.

If you have questions, please contact William Freeland at the address or number listed above.

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## Instructions for Project Application

You should submit the application as a digital document, using MS Word, or similar word processing program (call the Title II Program Coordinator if you do not have access to such programs). The following numbers correspond to the Items/ blocks in the application:

1. Leave this blank, a project number will be assigned after submission.
2. Enter the amount requested. See Item 37 from Table 1, Total Cost Estimate.

**NOTE:** This year the Resource Advisory Committee will be considering projects to be funded during both Fiscal Year 2009 and/ or FY 2010. Application for funding a project during one or both of these years will be considered. Each FY project will be considered as a separate project and may or may not be funded partially or in its entirety. Project requests may also be denied, if the project proposal does not meet the intent of the law, or if funding is limited. More projects than available funding are usually submitted.
3. Enter the project name.
4. Enter the name of the County in which the project will occur.
5. Enter the name of the organization(s) or applicant sponsoring the project.
6. Enter the applicant's phone number, *i.e. the project's Point of Contact (POC)*.
7. Enter the applicant's e-mail address.
8. Enter the BLM Point of Contact (POC), *all projects must have a BLM POC*.
9. Enter the BLM POC's phone number.
10. Enter the BLM POC's e-mail address.
11. Provide a concise ***Project Description***. Do not reiterate other descriptive details provided elsewhere in the project application. If applicable, highlight any unique aspects or special circumstances.
12. In ten lines or less, describe the ***Project Goals and Objectives*** in a clear and succinct manner. Be concise. Explain why the project is important and how it will improve Federal resources and/or infrastructure. List specific *goals and objectives*. Limit this section 250 words or less.
13. ***Location:*** *Attach project area maps showing general and specific locations of the project. These may be attached as an appendix or attachment to the end of the application.*
  - a. Describe the location of the project in relation to other commonly known locations, such as a river, stream, town, or highway.
  - b. Include a legal description of the project location in terms of Township, Range, and Section.
  - c. Include the sub-basin (4<sup>th</sup> field) name and the watershed (5<sup>th</sup> field) name, if known. You may contact the BLM if you do not know what this is.
  - d. Enter the name of the BLM District in which the project will occur.
  - e. Indicate whether or not State, private, or other types of lands are involved in the project.
14. Check the appropriate line. If yes, then provide a brief description of what type of coordination is needed (or has been conducted) with regard to other related project(s) on adjacent lands. Is the sequence of project implementation important for achieving a successful outcome? Will the achievement of stated project goals and objectives be contingent on the implementation of other related or complimentary project(s) on adjacent lands?
15. Check each line that is applicable.

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16. **Project type:** Check the most applicable *Project Type*. If none apply, then check the line entitled “Other Project Type”, and then specify.
  17. Fill in the estimated project accomplishment measures that apply in 17a through 17f. If certain measures do not apply, list “N/A” on the line.
  18. **Duration of Project:** Enter the estimated start date, the estimated completion date, and the total duration (in days) on the appropriate lines.
  19. Provide a rationale for how the proposed project is in the best public interest by identifying any targeted species and the benefits to those species. Describe how the proposed project will improve cooperative or collaborative relationships among public land users, communities.
  20. Describe how the project will benefit federal lands and/ or resources, if the project will be implemented on non-BLM lands. Be specific, but concise. Title II projects to be implemented on State, county, or private lands must have a clear description of benefits to federal lands and/ or resources. For example, a culvert replacement on non-federal lands may improve passage of coho salmon migrating upstream to federal lands.
  21. Status of the project planning.....
    - a. Indicate whether or not NEPA is complete.
    - b. In not, provide an estimated completion date. All projects that use Title II funding must undergo environment analysis according to NEPA (National Environmental Planning Act). Contact the BLM to learn more about this.
    - c. Indicate whether or not Consultation under ESA/EFH with NOAA Fisheries is complete. Contact the BLM if you are unsure how this requirement applies to your project.
    - d. Indicate whether or not Consultation under ESA with the USFWS is complete. Contact the BLM if you are unsure how this requirement applies to your project.
    - e. Indicate if any program requirements under the BLM Special Status Species Program are complete. Contact the BLM if you are unsure how this requirement applies to your project.
    - f. Indicate whether or not in-stream work permits have been obtained from the Division of State Lands. Contact the BLM if you are unsure how this requirement applies to your project.
    - g. Indicate whether or not Wetland fill/removal permits have been obtained from the Division of State Lands and the Army Corps of Engineers. Contact the BLM if you are unsure how this requirement applies to your project.
    - h. Indicate whether or not concurrence has been received for this project from a State Historic Preservation Officer. Contact the BLM if you are unsure how this requirement applies to your project.
    - i. Indicate whether or not a project design has been completed.If any of the above requirements have not been completed, provide a thorough description of how they will be completed, who will do the work, and when it will be completed.
  22. Specify who will accomplish this project. Check more than one box if applicable.
  23. Indicate whether or not the project will generate a substantial amount of merchantable materials. This is generally in the form of timber but other merchantable materials could be included.
- Table 1 Anticipated Project Costs** – Identify all funding for each of the columns in Table 1. Column B is the breakdown of the project funding being requested in this application. The other columns identify funding matches provided through other Federal appropriations, contributions from other sources, and the total available funds to be used to accomplish the project. Include additional budget sheets if needed to clearly show how the money will be spent during project implementation.
24. **Field Work & Site Surveys.** Identify the costs for all necessary *Field Work and Site Surveys*, including data collection.

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25. **NEPA & Sec. 7 ESA Consultation.** Identify the costs for completing *NEPA and Section 7 ESA Consultation*.
26. **Permit Acquisition.** Identify the costs for acquiring all required permits for project implementation.
27. **Project Design & Engineering.** Identify the costs for *Project Design and Engineering* support.
28. **Contract Preparation.** Identify the costs for developing necessary contracts for advertisement and award. If the Project Sponsor is a federal entity, then include costs for contracting officer support.
29. **Contract Administration.** Identify the costs for administering all necessary contracts. Include costs for contracting officer's support. If the Project Sponsor is a federal entity, then include costs for contracting officer support.
30. **Contract Cost.** Provide an estimate for the actual *Contract Cost*.
31. **Workforce Cost.** Provide an estimate for the actual *Workforce Cost*.
32. **Materials & Supplies.** Identify the costs associated with all *Materials and Supplies* necessary to complete the project.
33. **Monitoring.** Identify the costs to complete the required *Monitoring* components outlined in the Monitoring Plan, below.
34. **Other or Applicant Administrative/ Overhead Costs.** Identify any other costs, such as applicant administrative or overhead costs associated with the project. Miscellaneous costs such as vehicles, travel costs, phones, utilities, etc., should be specified here. Additional sheets detailing a breakdown of costs may be attached.
35. **Project Sub-Total.** The sum of Cost Items 24 through 34.
36. **Indirect BLM Administrative/ Overhead Costs.** Include the overhead rate applied to the Project Sub-Total by BLM. BLM uses a 10% overhead rate applied to the project and uses these funds to administer or coordinate each project. To reach a 10% rate figure, divide the amount in line 35 (the Project Subtotal) by 0.9. This is the amount you should request for funding under Title II.
37. **Total Cost Estimate.** The sum of Project Sub-Total (Cost Item 35) and BLM Overhead (Cost Item 36). This amount will equal that identified for the Total Cost Estimate (Item 37) in *Column B* of Table 1 and on Page 1 (*cost should reflect the 10% for administrative overhead purposes*). *This represents the funding needed for the fiscal year that funds are being applied for.*
38. Identify source(s) of any other Funding in Table 1, Column C. Describe whether these contributions have been received or approved, or whether they are an estimated, unappropriated amount, or have not been received or approved. State when approval is expected.
39. Indicate whether this is a multi-year project. Describe any funding that was used in previous years or will be proposed in future years.
40. **Monitoring Plan**
  - a. Describe how the project will be monitored and by whom.
  - b. Explain as well as possible how you will determine the contribution the project will make to local employment and/or training opportunities. This is often difficult to estimate but is required by the legislation. List who will be responsible for gathering this information.
  - c. If the project involves the removal of products from Federal lands, indicate how the benefits will be measured. List who will be responsible for gathering this information.