

United States
Department of
Agriculture

Forest
Service

R-6

OR/
WA

Bureau of
Land
Management

United States
Department of
Interior

Reply Refer To: 3150/5100(FS) /9210/9211(BLM) (OR-934) P **Date:** February 5, 2003
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To: Forest Supervisors and District Managers
Subject: Call for Applications for 2004 Community Assistance and
 Wildland Urban Interface Projects

This letter is a request for applications for Fiscal Year 2004 grants and agreements for the Community Assistance program components of the National Fire Plan (NFP) being delivered through the USDA Forest Service (FS) and the USDI's National Park Service (NPS), Bureau of Indian Affairs (BIA), Fish and Wildlife Service (FWS) and the Bureau of Land Management (BLM) in the Pacific Northwest. Congress designed these programs to support community planning for fire protection, to facilitate the economic use of woody materials removed during fuels management activities, and to complement the activities of state and federal land management agencies engaged in implementing the NFP. This letter and enclosures describe the programs, eligible projects, eligible applicants, application process, timelines, and evaluation criteria that will be used to select and fund program activities. Funds will be awarded on a competitive basis.

The programs included in this request for applications are:

- (1) "Wildland Urban Interface Fuels Projects" of all participating federal agencies;
- (2) "Fuels Utilization and Marketing" to the extent agencies have funds available;
- (3) "Wildland Urban Interface Education and Prevention Projects" of all participating federal agencies; and
- (4) "Community Planning for Fire Protection Program" of all participating federal agencies.

In 2003 the combined NFP federal funding for these programs in Oregon and Washington was approximately seven to nine million dollars, and we anticipate a similar level of funding for 2004, with the exception that the Administration is proposing that the FS Economic Action Program be terminated in 2004. "Fuels Utilization and Marketing" proposals will be funded to the extent the agencies have funds available.

The amount of funding tentatively targeted for Education and Prevention projects is five per cent of the combined total. The amount of funding tentatively targeted for Community Fire Planning projects is ten per cent of the total. The actual allocation to these programs will be based on the applications received and the overall program needs.

Applications will be evaluated based on the following criteria:

- **Reducing fire risk in the wildland urban interface.** Encourage programs and activities that will reduce the risk of fires to communities and natural landscapes.

Increasing local capacity. Develop or build on existing local community action plans that allow communities to respond quickly and effectively to fire hazards and risk situations in the community and surrounding natural landscapes, and provide the technical and financial assistance to carry out these plans.

- **Expanding community participation.** Expand the participation of local communities and businesses in (1) creating wildland fire hazard reduction plans, (2) developing and using the local labor force for the implementation of fuels treatment, restoration work, and (3) finding economical uses for small diameter wood and other fuel reduction byproducts (biomass).
- **Increasing interagency coordination.** Develop partnerships to reduce fire hazard risks with other federal, state, local, and volunteer efforts, or, where established, through a "Local Coordination Group" for wildland fire activities.

The evaluation will also consider cost effectiveness, likelihood of success (in terms of the applicant's ability to carry out the proposal, to meet regulatory requirements, and to meet environmental needs), reasonability of the proposal, and the clarity and

completeness of the proposal and its outcomes.

Project applications should focus on community-based fire planning, strive for increased utilization of small diameter and other material created by fuels treatments, and plan and/or implement projects for reducing fire hazards in or adjacent to communities, watersheds, and threatened or endangered species within high fire threat zones. Projects should be interagency in nature or be coordinated with FS, NPS, FWS, BLM, BIA and state and other partners' projects. Projects should emphasize local training and employment and be coordinated with State and Tribal Employment Services where appropriate.

Eligible projects may include development of strategic community and natural landscape fire plans and hazardous fuel reduction plans; implementation of fuels treatments in the wildland urban interface; small diameter and biomass utilization opportunities; small diameter utilization demonstration projects; and wildland urban interface fire prevention and education efforts.

Applications for construction or repair of facilities or acquisition of real estate will not be considered.

These programs may share funding with federal, state, tribal, local agencies and non-profit organizations where appropriate. Assistance agreements will be used for the Department of Interior's Wildland Urban Interface Fuels Projects. There is currently no requirement for matching funds. However, matching funds are encouraged and will enhance the project's competitive advantage.

Projects involving habitat or ground-disturbing activities may trigger a requirement to perform appropriate National Environmental Policy Act (NEPA) compliance, Section 7 consultation under the Endangered Species Act, and Section 106 consultation under the National Historic Preservation Act. The project will also need to comply with applicable State law. Applicants are encouraged to contact local offices of participating state and federal agencies early in the application process.

The Bureau of Land Management is serving as a clearinghouse for this call for applications. Information, including required application forms, is available at www.fs.fed.us/r6/fire/grants.

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The following items are enclosed to assist proponents in preparation of complete proposals under the Community Assistance Program of the National Fire Plan:

- **Program Fact Sheet** -Enclosure 1
- **How to Apply** - Enclosure 2
- **Grant Application Forms** -Enclosure 3 for Wildland Urban Interface Fuels projects, Education and Prevention projects, and Community Planning for Fire Protection projects; and Enclosure 4 for Fuels Utilization and Marketing projects. Electronic applications are the preferred method of applying for funding. Electronic forms are available at the Pacific Northwest Fire and Aviation Management Internet site: <http://www.fs.fed.us/r6/fire/grants>.

I know you and your staff are available to assist our partners with completion of the grant applications and work with them to achieve their objectives. Thank you in advance for your support.

/s/ Jim Golden (for)
LINDA GOODMAN
Regional Forester
Forest Service
Region 6

/s/ Cary A. Osterhaus (for)
ELAINE M. BRONG
State Director
Bureau of Land Management
OR/WA

Authenticated by
Mary O'Leary
Management Assistant

- 1 – [Program Fact Sheet](#) (1 p)
- 2 – [How to Apply](#) (1 p)
- 3 – [Grant Application Forms](#) for WUI Fuels/Education Prevention/Community Planning Project Applications (6 pp)
- 4 – [Project Summary Form](#) for Fuels Utilization and Marketing Project Applications (6 pp)

cc:

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Bonnie Wood, RO

BLM Distribution

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Enclosure 1 - Program Fact Sheet

NATIONAL FIRE PLAN

Community Assistance and Wildland Urban Interface Projects

Introduction: National Fire Plan funding in the Pacific Northwest is intended to support strategic community and natural landscape fire planning in high-risk areas and to cost-share forest products utilization and marketing projects and demonstrations that explore value-added uses for small diameter wood and other fuel hazard reduction byproducts (biomass). Existing program requirements and guidelines apply.

Funding is available from the FS, NPS, FWS, BLM, and BIA as part of the Wildland Urban Interface Fuels program to implement projects on non-federal lands for reducing hazardous fuels that may threaten communities and natural landscapes (critical ecosystems) within the wildland urban interface.

Eligibility: Counties, cities, federal, state and local governmental agencies, federally recognized tribes, universities and colleges, school districts, and state-chartered non-profit organizations may apply. Solicitations from businesses organized for profit or individuals will not be accepted. Private entities wishing to participate are encouraged to work with their “Local Coordination Group” for wildland fire activities, through their local government, or community development organization.

Eligible Projects under “Wildland Urban Interface Fuels Projects”: Where FS, NPS, FWS, BLM, or Indian trust lands are adjacent to Wildland-urban interface (WUI) areas, funding is available (1) to plan and implement fuel treatments to mitigate risk; (2) for education and prevention efforts; and (3) to complete plans, inventories, and assessments. Hazardous fuels reduction includes the cost of implementing treatments, which may include prescribed fire, mechanical, and other treatments that reduce hazardous fuels in the WUI. Emphasis is placed on projects where fuels treatment can be accomplished on adjacent state, private, and other non-federal lands so as to extend greater protection to communities. The project may include the cost of providing incentives, technical assistance, and education programs to communities and nonfederal landowners to encourage reduction or elimination of hazardous fuels.

Eligible Projects under “Fuels Utilization and Marketing”: A need exists to transfer and commercialize new technology that develops or expands uses and markets for low-value woody material, including small diameter trees removed in fuels treatments projects. Proposals must have the potential to reduce fire hazards by providing incentives for economic use of small diameter and underutilized forest products, including efforts to help offset the costs of forest restoration.

Eligible Projects under the “Wildland Urban Interface Education and Prevention Projects”: Funding is available to create and implement public and community education programs focused on mitigation and reduction of fire risk in the wildland urban interface. Projects that implement or adapt existing models such as FireFree and Firewise Communities are encouraged. Examples include education programs that lead to homeowner and community action to reduce fire risk such as Firewise landscaping and construction, and home and property maintenance.

Eligible Projects under the “Community Planning for Fire Protection Program”: Funding is available to help communities build capacity to prepare community fire plans that identify priority fire hazards, provide local fire protection training and equipment needs, and support community and surrounding natural landscape projects. These might include community Fire Safe Plans, Firewise and FireFree Communities planning efforts, participation in interagency strategic fire plans, hazardous resource assessments, or fuel reduction project plans. These plans should provide a platform for interagency assistance, cooperation, and coordination.

Enclosure 3A - Project Summary Form

NATIONAL FIRE PLAN COMMUNITY ASSISTANCE AND WILDLAND URBAN INTERFACE PROJECTS

Application for Wildland Urban Interface Fuels / Education and Prevention / Community Planning for Fire Protection Projects

Applicant

Applicant/Organization:

Phone:

FAX:

Email:

Address (*Street or P. O. Box, City, State, Zip*):

Project Coordinator

Project Coordinator (*Name and Title*):

Organization/Jurisdiction:

Phone:

FAX:

Email:

Project Information

Project Title:

Proposed Project Start Date:

Proposed Project End Date:

Federal Funding Request:

Total Project Funding:

Are you submitting multiple projects? If so, please explain and prioritize:

Brief Project Description:

Project Location (latitude/longitude if applicable):

County:

Congressional District:

Project Type: Check appropriate project type. More than one type may be checked. If only Box (4) is checked, use Enclosure 4.

(1) Wildland Urban Interface Fuels Project

(3) Community Planning for Fire Protection Project

(2) Wildland Urban Interface Education and Prevention Project

(4) Fuels Utilization and Marketing Project

If the applicant is an unincorporated area, define the geographic area being represented:

Enclosure 3B (Page 1 of 3) - Project Narrative Description

Applications for funding must include a narrative response that describes the proposal. Please do not submit responses longer than one page, single space, 12-pitch font.

Describe project including, but not limited to:

- | | | |
|------------------------------------|--|--|
| Address these items as applicable: | <ul style="list-style-type: none">• project location• project implementation• anticipated outcomes• measures and reporting• interagency partners | <ul style="list-style-type: none">• project relationship to community or natural landscape fire plans• project time frames and income• specify types of activities and equipment used• amount or extent of actions (acres, number of homes, etc)• environmental, cultural and historical resource requirements |
|------------------------------------|--|--|

Response:

Enclosure 3B (Page 2 of 3) - Project Evaluation Criteria

Applications for funding must include narrative responses that address the following four criteria. Within each criterion, sub-criteria are listed in descending order of importance. **Limit your responses to the areas provided.**

1. Reducing Fire Risk. (40 points)

- A. Describe how the proposal promotes reduction of risk in high hazard areas or communities, or natural landscapes.
- B. Describe how the proposed project benefits resources on federal land or adjacent non-federal land, or how it protects the safety of communities.
- C. To what extent does the project implement or create a cooperative (1) fuels treatment plan or (2) community fire strategy (include evidence of the plan if it already exists)?
- D. Explain to what extent the affected community or proponent has been involved or plans to involve the affected community in a qualified fuels education program (e.g., FIREWISE).
- E. Explain how the proposal (1) leads to, enhances or restores a local fire-adapted ecosystem, and/or (2) mitigates or leads to the mitigation of hazardous fuel conditions.
- F. How will the proposed treatments or programs be maintained in future years?

Response:

2. Increasing local capacity. (30 points)

- A. How would the proposal improve or lead to the improvement of the local economy in terms of jobs and sustainable economic activity? How many jobs are expected to be created or retained and for how long (please distinguish between essentially year-round and seasonal jobs)? How will this proposal link to other projects (or proposed projects) to create year-round jobs?
- B. To what extent will this project be offered to serve as a model for other communities or natural landscapes?
- C. Will biomass or forest fuels be utilized; if so, in what manner and how much?

Response:

Enclosure 3B (Page 3 of 3) - Project Evaluation Criteria

3. Increasing interagency and intergovernmental coordination. (15 Points)

- A. Describe how this project implements a local intergovernmental strategy or plan, or creates such a plan. Describe the plan if it already exists.
- B. Explain the level of cooperation, coordination or strategic planning through a “Local Coordination Group” for wildland fire activities, or among federal, state, tribal, local government and community organizations. List the cooperators (a detailed list of cooperators will be required for projects that are funded).

Response:

4. Expanding Community Participation. (15 Points)

- A. To what extent have interested individuals, groups, and communities been provided an opportunity to become informed and involved in this proposal?
- B. Describe the extent of local support or opposition for the project, including any cost-sharing arrangements.
- C. What are the environmental, social and educational benefits or concerns of the project?

Response:

Enclosure 3C - Project Work Form

Tasks	Time Frame	Responsible Party

Enclosure 3D Project Budget

Cost Category Description	Federal Agency	Applicant	Partner 1	Partner 2	Total
Personnel					
Subtotal					
Fringe Benefits					
Subtotal					
Travel					
Subtotal					
Equipment					
Subtotal					
Supplies					
Subtotal					
Contractual					
Subtotal					
Other					
Subtotal					
Total Costs					
Project (Program) Income¹ (using deductive alternative)					

¹ Program income is the gross revenue generated by a grant or cooperative agreement supported activity during the life of the grant. Program income can be made by recipients from fees charged for conference or workshop attendance, from rental fees earned from renting out real property or equipment acquired with grant or cooperative agreement funds, or from the sale of commodities or items developed under the grant or cooperative agreement. The use of Program Income during the project period may require prior approval by the granting agency.