

**Application Instructions for Title II Funds  
Bureau of Land Management (BLM)  
Southwest Oregon Resource Advisory Committee**

**Background**

The Secure Rural Schools and Community Self-Determination Program (H.R. 1424, Sec. 601) provides Federal funds to counties that traditionally have been supported by timber payments. These payments make up for the loss in timber revenue 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%) available to counties for their general funds. 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.

Title II funds are managed by Federal agencies. However, a resource advisory committee, made up of local citizens, recommends how the funds will 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 individual or organization can 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 these resources on Federal land.*

To view the full text of the Secure Rural Schools and Community Self-Determination Program legislation, please visit: [www.blm.gov/or/rac/sworrac.php](http://www.blm.gov/or/rac/sworrac.php).

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**For Application Deadline, Please Visit: [www.blm.gov/or/rac/sworrac.php](http://www.blm.gov/or/rac/sworrac.php)  
E-mail Completed Applications to: [BLM\\_OR\\_SWOR\\_RAC@blm.gov](mailto:BLM_OR_SWOR_RAC@blm.gov)**

Applications must be completed and submitted electronically, in Microsoft Word format (.doc or .docx). Please provide clear, concise, and descriptive answers to all applicable questions. For a list of BLM District Title II Coordinators please visit [www.blm.gov/or/rac/sworrac.php](http://www.blm.gov/or/rac/sworrac.php).

Note: If an applicant is notified that they are recommended for funding by the Resource Advisory Committee (RAC), they will be required to submit additional documents to [www.grants.gov](http://www.grants.gov). For more information about this process, please contact Jessica Clark, BLM Oregon State Office Grants and Agreements Specialist, at 503-808-6226.

**1. Applicant Information**

- a. Applicant Name: Enter the name of the applicant.
- b. Applicant Organization: Enter the name(s) of the organization(s) on behalf of which the applicant is applying.
- c. Applicant Phone Number: Enter the applicant's phone number.
- d. Applicant E-mail Address: Enter the applicant's e-mail address.
- e. BLM Contact: Enter the name of the BLM contact for the project. BLM contact required if the applicant is not a BLM employee.

**2. Project Location**

- a. County: Select the county in which the project will occur. If project is in more than one county, please submit a separate application for each county.
- b. BLM District: Mark the check box next to the BLM district(s) in which the project will occur. More than one box may be checked.
- c. BLM Resource Area: Mark the check box next to the BLM resource area(s) in which the project will occur. More than one box may be checked.
- d. Description of Location: Describe the project location in relation to known geographical features such as streams, roads, or towns.
- e. Is funding also requested in additional counties? Check "Yes" or "No."
- f. If "Yes," identify additional counties: Mark the check box next to each county in which additional Title II funds are being requested. More than one box may be checked. For projects where funding is requested in more than one Southwest Oregon county, a separate application must be submitted for each county.

### 3. Project Information

- a. How does the proposed project meet the purpose of the legislation? Select one description that best describes how the project meets the purpose of the legislation.
- b. What is the primary project objective? Select one activity that best describes the primary objective of the project. If none of the listed activities are suitable, select "Other" and provide a brief narrative in the adjacent field.
- c. Project Purpose and Description: Describe what the project entails. Also include the purpose of the project and explain why the project is important and how it will benefit Federal resources and/or infrastructure. If applicable include details that will help application reviewers understand the technical merit of the project (e.g. what guidelines were used for the design). *Please limit responses to 2,500 characters.*
- d. Project Outcomes: List specific goals and objectives and describe how the project will be accomplished as well as how its goals and objectives will be met. *Please limit responses to 1,000 characters.*
- e. How will the project improve relationships between people interested in public lands and BLM? Explain how the project will improve cooperative relationships among the people that use and care for Federal lands. This is a very important aspect of the legislation. *Please limit responses to 1,000 characters.*
- f. How does the project benefit local communities? Building on the explanations in blocks c and d, describe how the project benefits communities and serves the public. *Please limit responses to 500 characters.*
- g. If the project is on non-Federal lands, how does it benefit Federal lands or resources? Explain how the project benefits Federal lands. For example, for stream improvement projects, explain how improving a particular stream will benefit nearby stream reaches on Federal lands or how it will benefit a whole stream system. Be as specific as possible. If the project is located entirely on Federal lands, this field may be left blank. *Please limit responses to 500 characters.*
- h. Who will accomplish the project? Please check all applicable boxes. If "Other Organization" is selected, include the organization's name in the adjacent field.
- i. Will the project generate merchantable materials? Indicate whether or not the project will generate substantial merchantable materials. This is generally in the form of timber but other merchantable materials could be included. If "Yes" is selected, please specify the materials in the adjacent field.
- j. Estimated Project Initiation: Select the anticipated project start date.  
Estimate Project Completion Date: Select the anticipated project completion date.
- k. Describe the Timing and Major Phases of the Project: Describe the phases of the project such as planning, design, and implementation and indicate when each of the phases will begin and end. Also include any key project benchmarks.

#### 4. Planning Documentation and Environmental Clearances

- a. Is the planning documentation complete? Indicate whether or not environmental clearances, which may include the following, are complete:
- The National Environmental Policy Act (NEPA)
  - Consultation under the Endangered Species Act
  - State Historic Preservation Office (SHPO) concurrence
  - Department of State Lands (DSL) / Oregon Department of Fish and Wildlife (ODFW) permits for in-stream work
  - DSL / Army Corps of Engineers 404 fill/removal permits
- b. If “Yes” describe what has been completed. If “No” describe the plan for completion: If “Yes” is selected, please describe the planning documentation and environmental clearances that have been completed. If “No” is selected, please describe how they will be completed, who is responsible for completion, and when they will be completed.

#### 5. Budget

- a. Cost Item: Identify all Title II funding requests and other applicable contributions according to the following categories:
- *Contracted Services:* Include costs associated with professional services, construction, and other work that is contracted. This may include supplies and materials if those items are included in the contract bid price.
  - *In-House Workforce Costs:* Include aggregate cost of salary, wages, and benefits of in-house staff.
  - *Supplies and Materials:* Include cost of all supplies and materials not accounted for in contracted services above.
  - *Other Direct Costs:* Include costs not accounted for in other categories (e.g. heavy equipment use rates, volunteer reimbursements, etc.). Please provide an explanation in box e.
  - *Indirect Costs (Non-BLM Applicants Only):* Include general overhead costs not specifically related to the project (e.g. building rent, cost of administrative staff time, etc.).

Please provide totals for all columns and rows.

- b. Are cash contributions secure? Check “Yes,” “No,” or “NA.”
- c. Are in-kind contributions secure? Check “Yes,” “No,” or “NA.”
- d. Is partial Title II funding acceptable? Check “Yes” or “No.” To provide details regarding the extent to which partial funding is acceptable, please use box e.

- e. Please clarify any aspects of the budget that might be useful in evaluating the application: Identify additional sources of funding or explain anything about the budget that might not be clear simply from the information supplied in the Cost Item table.

## 6. Monitoring

How will project outcomes be evaluated for -

- a. Ecological conditions? State the desired ecological outcomes and the methods of evaluation for determining if they were met.
- b. Local employment and/or training opportunities? Explain as well as possible how contributions to local employment and/or training opportunities will be determined. This is often difficult to estimate, but is required by the legislation. List who will be responsible for gathering this information.
- c. Improved use of, or added value to, products removed from Federal lands? 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.
- d. Other aspects? Describe aspects not covered by blocks a, b, or c and list who will be responsible for gathering the information.

## 7. Attachments

- a. Map page attached? Indicate whether maps are attached. Limit maps to one page (8.5 x 11 inches). Maps should depict the project location in relation to roads, streams, and BLM ownership.
- b. Photo page attached? Indicate whether photos are attached. Limit photos to one page (8.5 x 11 inches). Photos should depict key aspects of the project and should be accompanied by a descriptive caption.