

Southern Nevada Public Land Management Act ROUND 12 Nomination Package Requirements for Eastern Nevada Landscape Restoration Project

I. ELIGIBILITY REQUIREMENTS:

The SNPLMA, as amended, authorizes the Secretary of the Interior to approve expenditure of the revenue in the SNPLMA Special Account to be used to “carry out the Eastern Nevada Landscape Restoration Project in White Pine County, Nevada and Lincoln County, Nevada.”

The Eastern Nevada Landscape Restoration Project category provides funding for activities which promote resilient and healthy ecosystems within the Great Basin including planning, implementation, research, monitoring, environmental analysis and associated documentation, NEPA compliance, management, and delivery of programs such as, but not limited to: fire management, fuels, forest, woodlands, rangelands, aspen and riparian communities, wildlife habitat, soils, and watersheds. Research projects must demonstrate a practical application to management of federal lands in order to be accepted for consideration.

The Bureau of Land Management, National Park Service, U.S. Fish and Wildlife Service, and USDA Forest Service may nominate restoration initiatives in Lincoln and White Pine Counties, Nevada, under this category. In carrying out the project, the Secretaries of the Interior and Agriculture may make grants and the Director of the Bureau of Land Management and the Chief of the Forest Service may enter into an agreement, with the Eastern Nevada Landscape Coalition, Great Basin Institute, and other entities.

The Forest Service, Bureau of Land Management, and Ely Shoshone Tribe may carry out eligible ENLRP projects on Ely Shoshone Trust Lands that are beneficial to the tribe and the Forest Service or the Bureau of Land Management. The Forest Service and Bureau of Land Management will consult and coordinate with the Tribe on any proposed ENLRP project on trust lands.

The Secretaries may use SNPLMA funding for restoration projects on non-federal lands within White Pine and Lincoln Counties.

II. ROUND 12 NOMINATION LIMITATIONS AND REQUIREMENTS -- ALL CATEGORIES

- a. Nominations are limited to two submissions per entity per category are allowed. (The only exception to this will be in the Hazardous Fuels category where eligible areas are managed by two different Forest Service regions. The Forest Service Region 4 will be allowed to submit two nominations which can be for projects on lands in the Carson Range in Douglas and Washoe Counties and Carson City, or on lands in the Spring Mountains eligible areas in Nevada. The Forest Service Region 5 (Lake Tahoe Basin Management Unit) will be allowed to submit two nominations for projects in the Lake Tahoe Basin eligible area.).
- b. Entities are to limit nominations to the lowest cost option for a usable project.
- c. Nominations are limited to one project location (e.g., rehabilitate one picnic area, not two or three); nominations for work at multiple locations/facilities will not be accepted.
- d. Nominations must clearly describe the relationship of the nominated project to previous phases and anticipated future phases, if any; provide the estimated total cost of the project for all phases; confirm that the current nomination will result in a stand alone, usable

project; and acknowledge that there is no guarantee or expectation of funding for future phases.

- e. Nominations are to address whether or not there are any matching or contributed funds available for the project or any other opportunity to leverage funding needed for the proposed project, and the impact of the lost opportunity to take advantage of such matching or contributory funds.
- f. Nominations must clearly indicate how determination of project completion will be made; nominations with vague or indistinct descriptions of project deliverables where determination of what constitutes "completion" is undefined will not be accepted.
- g. Nominations in all categories should address how the project supports at least one goal and related objective/sub-objective in the SNPLMA Strategic Plan, which is available on the SNPLMA website (<http://www.blm.gov/snplma>). The nominating entity may elect to address more than one goal/objective/sub-objective if applicable.

III. GENERAL REQUIREMENTS FOR ALL CATEGORIES

- a. **Nomination period duration is 60 days, beginning Tuesday, September 7, 2010 and ending Friday, November 5, 2010.** Nomination packages must be received by close of business, 4:30p.m. Pacific Time on November 5, 2010.
- b. All nomination packages for the Eastern Nevada Landscape Restoration Project are to be submitted to:
ENLRP Program Manager
Bureau of Land Management - Southern Nevada District
Division of SNPLMA Acquisition, Improvement and Conservation Programs
4701 N. Torrey Pines Drive
Las Vegas, NV 89130
- c. Submit nomination packages in hard copy and electronic copy (CDs). Text should be created in MS Word '97 or higher, with a 1" margin on all sides, printed double sided. The electronic version must match the hard copy version. Hard copies should be clipped or stapled, not hole punched or bound.
- d. All images should be integrated into the Word document to create a single document on the CD; photographs should be grouped together, two per page, at the end of the document, rather than scattered throughout the text. This will require scanning maps, photographs, and other documents which were not originally created or obtained electronically. Photographs, maps, and letters should be scanned in .jpg format for insertion into the text document. In addition, all .jpg images should be included separately on the CD.
- e. Late submissions cannot be considered.
- f. Incomplete nomination packages cannot be considered. However, time permitting, nominators will be notified if their nomination package is incomplete and allowed a brief period to provide missing information.
- g. Letters or statements of support, to be applicable towards points under funding criteria, must be included at the time of submission.
- h. All nomination packages, including disks and CDs, become the property of the BLM Southern Nevada District Division of SNPLMA Acquisition, Improvement and

Conservation Programs and will not be returned.

- i. Agencies/entities are requested to provide the personnel required to present nomination packages to the appropriate Subgroup, Partners Working Group, and Executive Committee, if necessary.
- j. The reissued Implementation Agreement can be found at:
<http://www.blm.gov/nv/st/en/snplma/implementation.html>

IV. NOMINATION PACKAGE REQUIREMENTS:

Nomination packages for the Eastern Nevada Landscape Restoration Project MUST include the following:

- a. A cover page including the following: the submitting entity's name and emblem, the SNPLMA round and category, the project title which reflects and captures the nomination content, amount requested, contact person/project manager, phone, fax and e-mail.
- b. A narrative addressing the following:
- c. An Executive Summary (of no more than 400 words describing the project's goals and major deliverables)
- d. A description of the project implementation process.
- e. A timeline for the planning, implementation, results, and products of the project. Include a bulleted list of significant objectives and deliverables with their associated expected completion dates.
- f. If this nomination is a phased component of a project which has received funding from any source or will have additional phases in future round (s), provide a list of all project phases and discuss the scope/objective of each phase. For previously funded projects include project name, amount approved, and include a brief status update, including percent complete.
- g. If this project could be phased or down-sized appropriately under this round of funding if availability of funding is less than requested. (Entity representatives should be prepared to address the minimum amount of funding that would be needed and related reduced accomplishment to the Subgroup, Working Group, and Executive Committee, if necessary.)
- h. A completed detailed cost analysis (see attachment 2 for an example/template, modify for specific project and extent) including expected cash or in-kind contributions, and cost estimate sheet, Appendix B-10.
- i. Letters or statements of support if referenced in the nomination package.
- j. A map printed on 8 ½" x 11" size paper depicting the location of the nomination, if applicable. If the nomination has numerous project sites in a wide area of operations (NRA, NCA, Wilderness Area, Refuge, etc.), submit a single map if possible. Include electronic copies of the geographic data used with associated metadata (e.g. shapefiles, coverages, etc.)
- k. Single agency nominations are to be initialed by the appropriate Federal Manager prior to

submission.

- l. Interagency nomination packages are to be coordinated between the participating agencies. A lead agency must be identified. Nominations are to be initialed by the Federal Manager of the lead agency prior to submission.
- m. Narrative addressing each of the following seven ranking criteria and factors:

Ranking Criteria

Seven criteria will be used by the subgroup to evaluate, score, and rank nominations in this category. The total points available for each criteria is shown to the right of the criteria. The factors used to score the criteria are listed below it with the points available for each factor. Unless stated, below the Factor, scoring is on a sliding scale.

1. Project results in the improvement of landscape/watershed function.	Points = 10
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Factors:

A. Landscape/watershed plan is completed or will be completed	
1. Project has been identified in a landscape/watershed restoration plan. (Landscape/watershed analysis and restoration plan are complete)	7
2. Proposal is to develop or complete a landscape/watershed analysis and restoration plan.	5
B. Project planning is complete. (NEPA is complete and decision is signed)	3

Factors A1 and A2 are mutually exclusive, points are awarded all or none for only one of these factors. Factor 1B is scored on a sliding scale.

2. Project maintains or restores native plant communities to reduce the risk of catastrophic events.	Points = 12
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Factors:

A. The majority of the project is within Fire Regime Condition Class* (FRCC):	
1. FRCC 2 (moderate departure from the natural regime of vegetation characteristics)	7
2. FRCC 1 (within the natural range of variability of vegetation characteristics)	3
3. FRCC 3 (high departure from the natural regime of vegetation characteristics)	1
B. Project is within Wildland Urban Interface** (WUI).	5

Factors A1, A2, and A3 are mutually exclusive, points are awarded all or none for only one of these factors. Factor 2B is scored on a sliding scale.

3. Project will benefit existing restoration initiatives and/or projects.	Points = 15
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Factor:

A. Project will benefit existing restoration initiatives and/or projects	
1. Project builds upon an existing restoration project	15
2. Project begins implementation of a restoration project	15
3. Project is for planning of a restoration project/initiative	5

Factors A1, A2, and A3 are mutually exclusive, points are awarded all or none for only one of these factors. The existing project does not have to be funded through SNPLMA.

4. Implementation of the project will lead to additional scientific information.	Points = 6
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Factors:

A. Project will lead to needed/improved scientific information on the design, implementation, and/or adaptation of landscape-scale restoration treatments	3
B. Project will provide useful effectiveness monitoring through an established monitoring protocol	3

5. Project meets program and/or resource objectives noted in the White Pine County Conservation, Recreation, and Development Act as it pertains to Subtitle G – Eastern Nevada Landscape Restoration Project.	Points = 11
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Factors:

A. Sensitive or Threatened and Endangered Species Habitat	3
B. Wildfire Management	2
C. Riparian Communities	2
D. Aspen Communities	2
E. Soils	2

6. Project promotes cooperative restoration.	Points = 10
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Factors:

A. Involves non-governmental groups, volunteers, or organizations in the development and accomplishment of resource management goals, education, outreach, and other activities. (Nomination package includes documentation to verify external contributions and budget reflects expected contribution).	6
B. Actively involves and addresses the needs of more than one governmental agency.	4

The term “governmental” in Factor 6B, includes Federal, state, local, and tribal governments.

7. Project demonstrates sound project management and quality control measures.	Points = 8
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Factors:

A. Project goals and implementation processes are clear, achievable, and demonstrable.	4
B. Deliverables and implementation plan are clearly articulated. Deliverables are measurable.	4

TOTAL POSSIBLE POINTS = 72

*The fire regime condition class (FRCC) is a classification system used by all federal agencies eligible for this category of funding. The three classes are based on low (FRCC 1), moderate (FRCC 2), and high (FRCC 3) departure from central tendency of the natural (historical) regime. Central tendency is a composite estimate of vegetation characteristics (species composition, structural stages, stand age, canopy closure, and mosaic pattern); fuel composition; fire frequency, severity, and pattern; and other associated natural disturbances.

FRCC 1 – low departure (0-33%) is considered to be within the natural (historical) range of variability. Risk of loss of key ecosystem components (e.g. native species, large trees, and soil) are low and would be cost efficient to maintain. Ecological thresholds have not been crossed.

FRCC 2 – moderate departure (34-66%) from central tendency of the natural (historical) regime. Risk of loss of key ecosystem components are moderate and would be cost efficient to maintain or restore. Ecological thresholds are threatened and may be crossed.

FRCC 3 - high departure (67-100%) from central tendency of the natural (historical) regime. Risk of loss of key ecosystem components are high and would be costly to restore. Ecological thresholds may have been crossed.

**Wildland Urban Interface (WUI) is defined by the National Wildfire Coordinating Group as “The line, area, or zone where structures and other human development meet or intermingle with undeveloped wildland or vegetative fuels.” Use this definition when scoring the projects.

**Attachment 1
APPENDIX B-10**

**EASTERN NEVADA LANDSCAPE RESTORATION PROJECT
ESTIMATED NECESSARY EXPENSES & KEY MILESTONE DATES**

Project Name: _____ County/City: _____
 Project #: _____ Priority # _____
 Prepared by: _____ Phone: _____ Date: _____

Identify estimated costs of eligible reimbursement expenses:

1. Planning and Environmental Assessment Costs (specialist surveys/reports including cultural resources, archaeology, wildlife, biology, environmental documentation, NEPA if required, etc.)	\$ _____	_____ %
2. FWS Consultation—Endangered Species Act	\$ _____	_____ %
3. Direct Labor (Payroll) to Perform the Project (including one dedicated lead/team member per agency)	\$ _____	_____ %
4. Project Equipment (including specialized equipment for resource protection officers)	\$ _____	_____ %
5. Travel (including per diem where official travel status required to carry out project, such as serve as COR, experts to review reports, etc.)	\$ _____	_____ %
6. Official Vehicle Use (pro rata cost for use of Official Vehicles when required to carry out project)	\$ _____	_____ %
7. Cost of Contracts, Grants and/or Agreements to Perform the Project	\$ _____	_____ %
8. Other Direct and Contracted Labor: Agency payroll for the Contracting Officer to do project procurement, COR, Project Inspector, Sec. 106 consultation if required, NEPA Lead, Project Manager, Project Supervisor, and subject experts to review contracted surveys, designs/drawings, plans, reports, etc.; Also covered is the cost to contract for a Project Manager and/or Project Supervisor if contracted separately from other project contracts)	\$ _____	_____ %
9. Other Necessary Expenses (See Appendix B-11)	\$ _____	_____ %
10. Balance of Contingency Funds	\$ _____	_____ %
TOTAL*:	\$ _____	_____ %

Estimated Key Milestone Dates:

Milestone/Deliverable:	Date:
Final Completion Date:	xx/xx/xxxx

Attachment 2

Project Title:	
DETAILED COST ESTIMATE	
1. Planning and Environmental Assessment Costs	
Specialist Surveys/Reports	\$
NEPA	\$
Permitting	\$
Watershed/Landscape Analysis	\$
Other (describe)	\$
Subtotal	\$
2. FWS Consultation - Endangered Species Act	
Subtotal	\$
3. Direct Labor/Payroll to Perform the Project (use fully loaded labor rate)	
Position 1 (include job title and grade)	\$
Position 2	\$
Position 3	\$
Position 4	\$
Subtotal	\$
4. Project Equipment	
Item 1 (list equipment)	\$
Item 2	\$
Item 3	\$
Item 4	\$
Item 5	\$
Subtotal	\$
5. Project Materials and Supplies	
Office Supplies	\$
Field Supplies	\$
Vehicle Equipment	\$
Subtotal	\$
6. Travel (airfare, car rental, per diem, etc)	
Travel 1 (include purpose)	\$
Travel 2	\$
Travel 3	\$
Travel 4	\$
Travel 5	\$
Subtotal	\$
7. Official Vehicle Use	
Vehicle Use 1	\$

Attachment 2

Vehicle Use 2	\$
Vehicle Use 3	\$
Vehicle Use 4	\$
Vehicle Use 5	\$
Subtotal	\$
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8. Required Training for Project Implementation (list purpose)	
Training 1	\$
Training 2	\$
Training 3	\$
Training 4	\$
Training 5	\$
Subtotal	\$
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9. Cost of Contracts and/or Agreements to Perform Project	
Contract 1 (list each contract)	\$
Contract 2	\$
Contract 3	\$
CESU Cooperative Agreement:	\$
Detailed Cost Estimate Subtotal	\$
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OTHER NECESSARY EXPENSES (APPENDIX B-11)	
10. Examples of Other Necessary Expenses (providing a breakdown of these costs is optional, however a total estimate is required.)	
ADMINISTRATION COSTS	
Budget Tracking/Accounting and Execution	\$
Allocation of Transferred Funds to the Region and to the Field*	\$
Preparation of OMB Reports Required in Association with Transferred Funds*	\$
Project Procurements and Contract Oversight (If any in addition to Direct Labor for the CO, COR, and PI already included on the Estimated Expense sheet)	\$
Preparing Transfer Requests*	\$
Transfer of Station cost (PCS) for Hiring Project Personnel	\$
Managing Allocation of Transferred Funds*	\$
Financial Audit Support	\$
Supervision and Oversight of SNPLMA-Funded Staff and/or Contractors	\$
Travel Administration for Required Project Travel	\$
Human Resource/Relations Tasks for SNPLMA-funded Personnel	\$
Preparing Quarterly Status Reports	\$
Tracking Project Activities, Expenses, IGOs, Task Orders (e.g., project database management)	\$
IT Services to Install Hardware/Wiring, Project-Required Software, and Maintain/Trouble Shoot Computers Used for SNPLMA Projects. Hours and costs must be tracked by project and based on percentage of time the computer(s) are used for those projects.	\$

Attachment 2

A percent of Project-Related Indirect Costs for Support Based on Staff Time Spent on the Project(s), provided these expenses meet the three criteria of necessary expenses and are not covered elsewhere in the cost estimate (Examples of such indirect costs would be secretarial support, printing, copying, cost-center expenses, etc.)	\$
PROJECT CONSTRUCTION, CONSULTATION AND MANAGEMENT	
Duties of Project Manager/Supervisor (If not already included on the Estimated Expense Sheet)	\$
Construction Trailers and Utilities	\$
Required Project Consultations (e.g., safety and fire; cultural and historic, ADA, etc.)	\$
Public Scoping and/or Meetings for Environmental Review, Project Design, etc. (Does not include ribbon cutting or opening ceremonies for projects at or near completion.)	\$
Review of Contracted Surveys, Assessments, Designs/Drawings, Reports (If not already included on the Estimated Necessary Expense Sheet)	\$
Construction Site Security	\$
Cell Phones, Cell Service, Radios for Project Personnel Primarily in the Field	\$
Required Cultural, Wildlife, Biological, and other Similar Surveys (If not already included on the Estimated Necessary Expense Sheet)	\$
Interest Required to be Paid on Construction Contract Retention Amounts	\$
TEMPORARY OFFICE SPACE	
Lease Costs for New Temporary Space	\$
Design and Installation of Modifications to Meet Space Plan Needs	\$
Set Up Fees for Utilities (Gas, Electricity, etc.)	\$
Furniture and Fixtures	\$
Required Modifications to Meet Codes	\$
Computer Equipment (See section on equipment costs for limiting conditions)	\$
Installation Costs for Computer Networks, Telephone Service	\$
Other (describe)	\$
Other Necessary Expenses Subtotal	\$
GRAND TOTAL	
\$	
CASH/ IN-KIND CONTRIBUTIONS	
Contributor 1	\$
Contributor 2	\$
Total	\$