

Southern Nevada Public Land Management Act ROUND 10 Nomination Package Requirements for Hazardous Fuels Reduction and Wildfire Prevention

I. ELIGIBILITY REQUIREMENTS:

The Southern Nevada Public Land Management Act as amended, Section 4(e)(3)(ix) directs funding from the special account to be expended for:

“ . . . development and implementation of comprehensive, cost-effective, multi-jurisdictional hazardous fuels reduction and wildfire prevention plans (including sustainable biomass and biofuels energy development and production activities) for the Lake Tahoe Basin (to be developed in conjunction with the Tahoe Regional Planning Agency), the Carson Range in Douglas and Washoe Counties and Carson City in the State, and the Spring Mountains in the State, that are: (I) subject to approval by the Secretary; and (II) not more than 10 years in duration..”

Hazardous fuels reduction and wildfire prevention projects may include project level planning, fuels reduction treatment activities, biomass utilization, and biofuels energy development and production activities.

HFRWP projects may be nominated by entities that are specifically named in the three multijurisdictional plans, and/or are signatories to those plans for projects on lands in the Lake Tahoe Basin, the Carson Range in Douglas and Washoe Counties and Carson City in Nevada and the Spring Mountains in Nevada.

Hazardous fuels reduction and wildfire prevention projects may include project level planning, fuels reduction treatment activities, biomass utilization, and biofuels energy development and production activities.

II. GENERAL REQUIREMENTS:

- A. **Nomination period duration is 60 days, beginning Tuesday, September 2, 2008 and ending Friday, October 31, 2008.** Nomination packages must be received by close of business, 4:30p.m. Pacific Time.
- B. All proposals in this category from a given entity (projects where they are the lead entity) should be submitted under a single cover letter that lists the projects and dollar amounts for each submitted project. Electronic nominations and accompanying files for each proposal should be combined onto one CD (see below).
- C. Project is nominated by an entity that is a signatory of one of the three multijurisdictional plans and/or is named in those plans.
- D. All nomination packages for the Hazardous Fuels Reduction and Wildfire Prevention category are to be submitted to:

David Wood, Hazardous Fuels Program Manager
Bureau of Land Management - Las Vegas Field Office (LVFO)
Division of SNPLMA Acquisition, Improvement and Conservation Programs

4701 N. Torrey Pines Drive
Las Vegas, NV 89130.

- E. Nomination packages should be submitted in hard copy and electronic copy (CDs). Text should be created in MS Word '97 or higher, with a 1" margin on all sides. The electronic version must match the hard copy version.
- F. All images should be integrated with the text to create a single document on the CD. 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.
- G. Late submissions cannot be considered.
- H. 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.
- I. Letters or Statements of support must be included at time of submission if referenced in the nomination.
- J. All nomination packages, including disks and CDs, become the property of the BLM LVFO Division of SNPLMA Acquisition, Improvement and Conservation Programs and will not be returned.
- K. Project nominators are requested to provide the personnel required to present nomination packages to the appropriate Subgroup, Working group, and Executive Committee, if necessary.
- L. Please note significant revisions to the Implementation Agreement were approved by the Executive Committee on July 16, 2007. The revised Implementation Agreement can be found at: <http://www.blm.gov/nv/st/en/snplma/implementation.html>

III. NOMINATION PACKAGE REQUIREMENTS:

Nomination packages for the Hazardous Fuels Reduction and Wildfire Prevention category 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:
 - 1. An Executive Summary (of no more than 400 words describing the project's goals and major deliverables)
 - 2. A description of the project implementation process.
 - 3. A description of the results and products of the project. Include a bulleted list of significant objectives and deliverables.

4. 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.
 5. Entity capacity to complete the work in a timely manner, including the status of current vegetation and fuels treatment projects in the area corresponding to the nominated project (Lake Tahoe, Carson Range, or Spring Mountains).
 6. 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.)
- C. A completed detailed cost analysis (see attachment 2 as an example) including expected cash or in-kind contributions, and cost estimate sheet, Appendix B-9.
 - D. Letters or statements of support if referenced in the nomination package.
 - E. 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.)
 - F. Single entity nominations are to be initialed by the appropriate manager prior to submission.
 - G. Multijurisdictional nomination packages are to be coordinated between the participating entities. A lead entity must be identified. Nominations are to be initialed by the manager of the lead entity prior to submission.
 - H. Narrative addressing each of the following five ranking criteria and factors:

Ranking Criteria

Five criteria will be used by the subgroup to evaluate, score and rank nominations in this category. The subgroup reserves the right to elevate the top ranking project from each geographic area in its recommendation. 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. The factor scores are cumulative to make up the total points available for each criteria. Narrative answers are required to respond to the following:

1. Improves public health and safety.	Points = 20
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Factors:

A. Addresses immediate public health and safety.	7
B. Protects housing and other structures (treatments that are directly adjacent to structures/defensible space receive full points, projects farther removed receive fewer points).	5
C. Project is a current priority in the associated 10-year multijurisdictional fuels plan.	5

D. Promotes protection of water supply systems and source water.	3
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2. Considers cost-saving strategies	Points = 15
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Factors:

A. Describes measures to minimize costs while meeting all applicable laws and regulations.	4
B. Describes costs in relation to values at risk (e.g., irreplaceable historic properties, subdivisions, critical wildlife habitat)	4
C. Has external sources of funding or in-kind contribution in the development and/or implementation of the project.	7

3. Provides for biomass utilization and/or biofuels energy development and production activities.	Points = 6
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Factors:

A. Provides for biomass and/or biofuels energy development and production activities.	4
B. Project demonstrates innovative methods for biomass utilization.	2

4a. Implementation Projects - Protects the integrity of significant resource values or improves the quality of the environment.	Points = 17
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Factors:

A. Minimizes environmental or resource impacts.	2
B. Addresses nature of the concern to resource conditions and urgency for action (e.g., overstocked stands, insect mortality of trees, disease outbreaks).	2
C. Addresses needs of species of interest and T&E species.	2
D. Avoids impacts to soils and riparian and wetlands areas.	2
E. Promotes healthy and sustainable landscape.	2
F. Describes any secondary resource benefits resulting from the project.	2
F. Protects cultural and historic resources.	2
H. Includes broadcast prescribed fire.	3

4b. Planning Project - The planning project is necessary and clearly articulated.	Points = 17
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Factors:

A. Project will provide information (cost benefit analysis, life cycle analysis, etc.) needed to implement the project.	4
B. Project will provide design and/or planning information necessary to develop a resultant project.	3
C. Project will include investigation of possible partners/collaborators for this and future phases.	2
D. Does the capacity exist to begin implementation following completion of the plan (If the resultant project is funded)?	3

E. Is the implementation of this project the entities #1 priority for the geographic area?	2
F. Resulting project will create defensible space next to areas previously treated to create defensible space.	3
Total	17

Projects are evaluated on either 4a or 4b; those that are primarily implementation on 4a and those that are primarily planning on 4b. Nominations should identify their primary purpose.

5. Demonstrates sound project management and quality control measures	Points = 17
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Factors:

A. Project goals and implementation processes are clear, achievable and demonstrable.	2
B. Deliverables are clearly articulated and measurable.	2
C. Project demonstrates sound science and management techniques.	2
D. Project evaluation processes, monitoring and analysis are identified.	2
E. Project proponent has demonstrated capability to implement and complete previous projects on time and within budget.	4
F. Is a phase or related component to a previously funded SNPLMA project (not including a PPP project)?	3
G. Is the project multijurisdictional (is the treatment on multiple jurisdictions and shares resources)?	2
TOTAL POSSIBLE POINTS = 75	

**Attachment 1
APPENDIX B-9**

**HAZARDOUS FUELS AND WILDFIRE PREVENTION
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:

	----- Expenses -----			
1. Planning and Environmental Assessment Costs	Year 1	Year 2	Year 3	Total
FWS Consultation— Endangered Species Act				\$0
Watershed/Landscape Analysis				\$0
Specialist Surveys/Reports				\$0
NEPA				\$0
Permitting				\$0
Consultant Fees				\$0
Other				\$0
Subtotal	\$0	\$0	\$0	\$0
2. Direct Labor/Payroll to Perform the Project (use fully loaded labor rate)	Year 1	Year 2	Year 3	Total
Classification 1				\$0
Classification 2				\$0
Classification 3				\$0
Classification 4				\$0
Subtotal	\$0	\$0	\$0	\$0
3. Project Equipment (list equipment)	Year 1	Year 2	Year 3	Total
Item 1				\$0
Item 2				\$0
Item 3				\$0
Item 4				\$0
Subtotal	\$0	\$0	\$0	\$0
4. Travel (airfare, car rental, per diem, etc)	Year 1	Year 2	Year 3	Total
Travel 1				\$0
Travel 2				\$0
Travel 3				\$0
Travel 4				\$0
Subtotal	\$0	\$0	\$0	\$0
5. Official Vehicle Use	Year 1	Year 2	Year 3	Total
Vehicle Use 1				\$0

Attachment 2

Vehicle Use 2				\$0
Vehicle Use 3				\$0
Subtotal	\$0	\$0	\$0	\$0
6. Required Training for Resource Protection Positions (including tuition and required books)	Year 1	Year 2	Year 3	Total
Training 1				\$0
Training 2				\$0
Subtotal	\$0	\$0	\$0	\$0
7. Cost of Contracts and/or Agreements to Perform Project (list each contract)	Year 1	Year 2	Year 3	Total
Contract 1 Cost				\$0
Contract 2 Cost				\$0
Subtotal	\$0	\$0	\$0	\$0
8. Other Direct and Contracted Labor Costs	Year 1	Year 2	Year 3	Total
Agency Contracting Officer Representative				\$0
Agency Project Inspector				\$0
Agency Project Manager/Supervisor				\$0
Contracted Personnel to review surveys, designs/drawings, reports, etc				\$0
Contracted Project Manager/Supervisor				\$0
Subtotal	\$0	\$0	\$0	\$0
9. Other Necessary Expenses (see B-11)	Year 1	Year 2	Year 3	Total
Subtotal				\$0
Expense Summary	Year 1	Year 2	Year 3	Grand Total
Total	\$0	\$0	\$0	\$0
Cash/In-Kind Contributions	Year 1	Year 2	Year 3	Total
Cooperator 1				
Cooperator 2				
Total				