



PRIVATE FORESTRY COOPERATIVE WEED MANAGEMENT COST SHARE

Request for Proposals (RFP)

Proposals due: Oct 21st, 2022 by 5 p.m. PST

Noxious Weeds Program
Division of Plant Health and Compliance

Weed Management Cost Share Request for Proposals

Cooperative Invasive Plant Cost Share Program 2022



The Nevada Department of Agriculture (NDA) announces the availability of funding from the United States Forest Service (USFS) Invasive Plant Cost Share Program. This is a formal request for proposals, covering seasonal projects from Dec 1, 2022 through Dec 31st, 2024.

PROPOSALS DUE no later than 5 p.m. PDT on October 21st, 2022.

Proposals should be emailed to jdick@agri.nv.gov or mailed hard copy to:

Nevada Department of Agriculture
ATTN: Jake Dick
Noxious Weed Program
405 South 21st Street
Sparks, NV 89431

For additional information, or if you have any questions regarding this RFP, contact Jake Dick at jdick@agri.nv.gov or 775-353-3640

AWARD INFORMATION

Total amount of federal funding available for subaward:

\$44,871.00 (Federal agreement: USFS 22-DG-11046013)

Note: Two proposals of \$22,435.50 will be selected. Two proposals can be submitted from the same entity.

There is a 1:1 cost share requirement for funded projects. Matching can come in the form of cash or in-kind; the table in Attachment A provides Western states examples of standard rates for in-kind contributions from 2006.

Award period

December 1st, 2022 through December 31st, 2024

Applicant eligibility

- Applicant must be an active Cooperative Weed Management Area (CWMA), Conservation District (CD) or County Weed District (WD) in Nevada.
- Applicant must have or be in the process of applying for a Nevada Vendor Number. <https://controller.nv.gov/Buttons/ElectronicVendorReg/>
- Applicant must have a mechanism in place for receiving grant funds, documenting grant supported activities, and completing standardized form SF-425: Federal Financial Report on their grant's financial progress by established reporting deadlines. Accurate financial reporting is required.
- Applicant must not be in default on any other grants with the NDA or USFS
- Applicant must have a no cost www.eddmaps.org username and log in. Project site data must be entered into www.eddmaps.org, which houses the Nevada EDDMapS GIS databases. Data will need to meet the EDDMapS bulk upload mapping requirements.

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Additional project/funding criteria

- Each subrecipient must expend and account for the federal award in accordance with state laws and procedures for expending and accounting for the funds, per 2 CFR 200.302
- Grant funds may not be used for activities on federal lands.
- A dollar-for-dollar match is required for each project. This match can be in-kind or monetary contributions. Match must be from a non-federal source that is not already counted as match elsewhere, per 2 CFR 200.306. Western examples of in-kind match rates are included in Attachment A.
- Administrative overhead/indirect charges cannot exceed 10%
- Grant fund expenditures must meet 2 CFR 200 uniform administrative requirements, cost principles and audit requirements for federal awards for allowable costs per 2 CFR 200.403.
- Pre- and post-monitoring of the project area by collecting before and after pictures of the basic vegetative community is required per 2 CFR 200.328.
- Subrecipients are responsible for annual narrative reporting on project activities in addition to required federal financial reports. Annual narrative report on project activities is due December 31st each year once funding has been awarded. Annual reports will include project accomplishments and any problems that may be encountered and if any modifications are needed. Metrics for reporting will include actual acres treated, acres restored, and weed species treated.
- The project sites must be in an area with a minimum 10% forested land or have a direct impact on an area with a minimum 10% forested land.
 - “Forest Land” – forest land at least 10% stocked, or currently non-stocked but formerly having such stocking, with timber and/or woodland trees, and where human activity on the site does not preclude natural succession of the forest (i.e. the site can be naturally or artificially regenerated).
 - Timberland – forest land where timber species constitute at least 5% crown cover; or forest land with sufficient timber species reproduction (minimum of 40 saplings and/or established seedlings per acre). Timber species can be of any size and includes all species of conifers (except junipers and yew) and aspen, cottonwood, and paper birch hardwood species.
 - Woodland – forest land with at least 10% crown cover in woodland trees; forest land with timber species and woodland species but less than 5% crown cover in timber species. Forest land with sufficient woodland tree species reproduction (with the same reproduction criteria as timberland above). A woodland species can be classified as either a shrub or a tree and includes juniper, yew, mountain-mahogany, rocky mountain maple, and bigtooth maple.
- Funding will be considered for projects that demonstrate any or all the following:
 - Early detection rapid response (EDRR) for priority weeds. Nevada EDRR priority weeds are included in Attachment B.

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- Revisitation of past EDRR reports. This activity should be performed to follow up on reports of EDRR species to determine if control efforts were successful or verify that the species is still present. It should be noted that follow up on large established populations included on Nevada's EDRR list would not count as follow up on EDRR reports.
- Biological control release and monitoring
- Landowner weed control cost shares
- Invasive plant mapping/data collection. This activity should be performed to increase mapping and awareness of invasive plants in Nevada. If weed species are treated that should be noted when reporting the data. Revisiting EDDMapS reports using EDDMapS Pro would be appropriate under this activity.
- New Cooperative Weed Management Area (CWMA) start up projects.

PROPOSAL REQUIREMENTS

Proposals will be scored and awarded on a competitive basis. Project scoring criteria is included in Attachment C. Projects may be funded fully, partially or not funded at all based on scoring committee decision. *All of the following must be included in the proposal.*

I. Project narrative – Maximum of 3 pages (min. 11 pt. font) and should include brief descriptions of the following sections.

A) Contact information

- CWMA, CD or WD name
- Project manager name
- Address
- Phone number
- Email address

B) Total grant funding requested

C) Other resources – List any other sources of funding you have secured for the upcoming project season to demonstrate that the project will fulfill 1:1 matching requirement. This proposal may be used to supplement a larger project.

D) Financial management contact information

- Financial manager name
- Address
- Phone number
- Email
- Tax ID number
- NV vendor number
- Unique Entity Identifier (UEI), please note that DUNS was replaced by UEI April 4th, 2022. More information can be found at <https://sam.gov/content/home>.

E) Project site description

- Location (GPS coordinates or map of area and description of nearby towns or physical landmarks) and size (acres)

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- Why is the area in need of a weed management project?
- Targeted weeds including any EDRR species
- Post weed treatment revegetation / restoration strategy

F) ***Project goals and expected outcomes***

- What do you expect to accomplish with this funding? Estimated acres to be treated, inventoried, re-vegetated, restored, and number of people reached through outreach and education is preferred to be listed here.

G) ***Work plan*** – How will you use this funding on-the-ground?

- When are activities in the work plan scheduled to take place?
- Weed control strategies to be used (mowing, hand pulling, herbicides, grazing, etc.). How is integrated weed management being implemented?
- What re-vegetation or reseeding will be done?
- What technologies will be used for mapping and data collection on targeted weed species? How will the data be implemented into EDDMapS?
- Is there an education or outreach component?

II. Project budget – An itemized budget must be submitted with the proposal. All expected project expenses must be broken down and accounted for under each budget category. The itemized budget table, Attachment D may be used as an example. Budget categories include:

- A) ***Personnel***
- B) ***Travel***
- C) ***Supplies***
- D) ***Contractual***
- E) ***Match***

III. Budget detail – In addition to itemized budget table, a budget detail narrative document to support the itemized budget is required. The budget narrative must describe how costs were estimated for each of the budget categories.

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Attachment A – In-kind match contributions examples

Western states examples of standard rates for in-kind contributions
 Disclaimer: These rates are compilations of rates provided by various sources via email exchange throughout the west created in 2006.
 These rates are simply a recommendation, not standard set rates by any local, state or federal entity.
 For Match Rate Purposes, use Nevada state rate of average (whichever rate is greater) unless a rental rate is higher. The actual rental rate can be used for loaned or purchased items.

<i>Item</i>	<i>Description</i>	<i>Rates Per:</i>	<i>ID</i>	<i>MT</i>	<i>NV</i>	<i>ND</i>	<i>UT</i>	<i>Average:</i>
ATV	4x4, 300-400 CC	Day	\$90		\$80	\$60	\$120	\$88
	4x4, 300-400 CC, w/sprayer unit	Day	\$112	\$50	\$100	\$75	\$20/hour	\$100
	4x4, > 400 CC w/ sprayer unit	Day				\$56		\$56
	6x6, w/sprayer	Day			\$100			\$100
	3-wheelers and motorcycles.	Day				\$56		\$56
Boat	Powered	Day	\$135	\$120	\$120	\$90	\$20/hour	\$115
	Un-powered	Day	\$56	\$45	\$50	\$38	\$10/hour	\$48
	Powered w/trailer						\$25/hour	\$25/hour
Contracted service	Ground broadcast (not including chemical)	Acre		\$20				\$20
	Ground spot treatment (other than backpack)	Acre		\$80				\$80
GPS units	General outdoor use	Day	\$6	\$15	\$5	\$4	\$5/hour	\$7.50
	Attached to handheld computer	Day			\$12	\$8		\$10
	Post-processing differential correction	Day	\$15	\$25	\$15	\$11	\$10/hour	\$17
Labor	Standard (includes admin)	Hour	\$22	\$20	\$20	\$15	\$22	\$22
	Volunteer labor	Hour	\$20		\$20		\$20	\$20
Livestock	Horse/mule	Day	\$50		\$50	\$38		\$46
	Horse/mule w/ spray unit	Day	\$56		\$56	\$53		\$55
Nets	Biological control sweep nets	Day			\$6			\$6
Pumps	Transfer w/hose	Day	\$56		\$50		\$5/hour	\$53
Spray equipment	Average – all types except ATV	Hour	\$22.5	\$20	\$20	\$15	\$5	\$20
	Backpack 3 gallon	Day	\$6	\$5	\$5	\$4	\$5/hour	\$5
	Backpack 5 gallon	Day	\$6	\$5	\$5	\$4	\$5/hour	\$5
Vehicles (excluding ATVs)	Sedans, light trucks (4x2)	Day	\$67					\$67
	Vans, 8-12 Passenger	Day	\$100		\$85		\$25/hour	\$93
	Trucks < 1 ton w/sprayer	Day	\$85	\$70	\$80			\$78
	Trucks 4x4, 1 ton or less	Day	\$95		\$86			\$90
	Trucks 1 ton		\$135	\$85				\$110
	Trucks 1 ton w/sprayer		\$120	\$140	\$120			\$126
	Tanker Truck w/sprayer		\$335	\$300				\$328

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Attachment B – Nevada Early Detection and Rapid Response Species

African rue	<i>Peganum harmala</i>
Austrian fieldcress	<i>Rorippa austriaca</i>
Austrian peaweed	<i>Sphaerophysa salsula</i>
Barbed goatgrass	<i>Aegilops tricuncialis</i>
Bufflegrass	<i>Pennisetum ciliare</i>
Black henbane	<i>Hysocyamus niger</i>
Camelthorn	<i>Alhagi psedualhagi</i>
Carolina horse nettle	<i>Solanum corlinense</i>
Common crupina	<i>Crupina vulgaris</i>
Curly-leaf pondweed	<i>Potamogeton crispus</i>
Dalmatian toadflax	<i>Linaria damatica</i>
Desert knapweed	<i>Volutaria tubuliflora</i>
Dyer’s woad	<i>Isatis tinctoria</i>
Eurasian water-milfoil	<i>Myriophyllum spicatum</i>
Flowering rush	<i>Butomus umbellatus</i>
Giant reed	<i>Arundo donax</i>
Giant salvinia	<i>Salvinia molesta</i>
Goats rue	<i>Galega officinalis</i>
Green fountain grass	<i>Pennisetum setaceum</i>
Houndstongue	<i>Cynoglossum officinale</i>
Hydrilla	<i>Hydrilla verticillate</i>
Iberian starthistle	<i>Centaurea iberica</i>
Jointed goatgrass	<i>Aegilops cylindrica</i>
Klamath weed	<i>Hypericum peforatum</i>
Leafy spurge	<i>Euphorbia esula</i>
Malta starthistle	<i>Centaurea melitensis</i>
Mayweed Chamomile	<i>Anthemis cotula</i>
Mediterranean sage	<i>Salvia aethiopsis</i>
Medusahead	<i>Taeniatherum caput-medusae</i>
Purple loosestrife	<i>Lythum salicaria</i>
Purple starthistle	<i>Centaurea calcitrapa</i>
Rush skeletonweed	<i>Chondrilla juncea</i>
Sow thistle	<i>Sonchus arvensis</i>
Squarrose knapweed	<i>Centaurea virgata</i>
Sulfur cinquefoil	<i>Potentilla recta</i>
Syrian bean caper	<i>Zygophyllum fabago</i>
White horse nettle	<i>Solanum elaeagnifolium</i>
Yellow starthistle	<i>Centaurea solstitialis</i>
Yellow toadflax	<i>Linaria vulgaris</i>

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<u>Attachment C – Proposal Scoring Criteria</u>	
Applicant Qualifications	Max Points
Does the applicant meet eligibility criteria and additional project funding criteria? Does the proposal show a high level of commitment from the applicant and other participants? Does the applicant have the expertise and organizational structure to successfully accomplish proposal goals?	10
Project Need	Max Points
Does the proposal demonstrate a strong need for funding? Does the project focus on Nevada’s Early Detection and Rapid Response listed species? Are other funding sources available and in place to support long term viability of the project? Is funding being used to start up a new CWMA, Weed District or Weed Group? Is the project site appropriate and meet proposal requirements?	35
Project Management Plan	Max Points
Does the project proposal include an integrated vegetation management plan that contains ecologically appropriate control methods for target weed species? Does the management plan contain a data collection and follow-up component? Does the project include verifying and/or reporting EDDMapS mapping data and inputting management data into the EDDMapS database?	25
Project Goals/Outcomes	Max Points
Are the short term and long-term goals of the project realistic and obtainable? Is the applicant able to perform pre and post monitoring of the project area and report on measurable outcomes of project activities? Is the work plan adequate to meet project goals and outcomes? Does the project demonstrate long-term dedication through continue monitoring and maintenance to help ensure project success?	20
Budget	Max Points
Are the arrangements for financial management appropriate? Are the category figures realistic and accompanied by breakdown details? Are there non-federal matching dollars or in-kind matching contributions included in this project?	10
Total	100

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Attachment D - Itemized Budget Table Example			
<i>Budget item</i>	<i>NDA grant amount</i>	<i>Matching amount</i>	<i>Total project cost</i>
Personnel – Expenses incurred from labor/time of staff within your organization and not contracted work.			
Labor wages/Salary			
Fringe Benefits			
Personnel Total			
Travel – Expenses incurred due to travel for project.			
Mileage/Gas (\$0.58/mile)			
Other Per Diem (Meals and lodging per GSA.gov rates)			
Travel Total			
Equipment – Any piece of equipment purchased for project that is >\$5,000.			
Equipment type (must be a justified purchase detailed in budget detail and proposal narrative)			
Equipment Total			
Supplies – Any supplies purchased to support project that are <\$5,000.			
Herbicides			
Seed/Shrubs			
mulches/top soil/ rock for restoration work			
Office Supplies (paper, ink, etc. for reporting or outreach activities)			
GPS unit/Mapping supplies			
Tools (shovels, rake, trash bags, etc. for mechanical removal or weeds treatments)			
Personal Protection Equipment			
Replacement parts (spray rig)			
Other (include item name and describe)			
Supplies Total			
Contractual – Service contracts that will be entered into for work for the project that will not be performed by your organization and will be paid for.			
Herbicide Application (Private Licensed Pesticide Company/partnering project entity)			
Printing (brochures/handouts using outside printing services)			
Other (include item name/description)			
Contractual Total			
Indirect costs – Financial management of grant (not to exceed 10% of direct costs of the award).			
Indirect cost			
GRAND TOTAL			